URBAN/MUNICIPAL

CA4 ON HBL W26
A35

January 1990

AGENDA OF THE OPERATIONS MANAGEMENT COMMITTEE OF THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

URBAN/MUNICIPAL
CA4 ON HBL W26
A35

URBAN MUNICIPAL
JAN 22 1990
GOVERNMENT DOCUMENTS

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1990 01 09

Confirmation of the minutes of the last regular meeting of 1989 12 12.

G E N E R A L

BUSINESS ARISING OUT OF THE MINUTES:

1. Asbestos in our Buildings: Update.

NEW BUSINESS:

1. Presentation re Asbestos - John Martin, President, Local 1005, United Steelworkers. (Please refer to separate package with purple cover)
2. Report on Short Term Investments. N/A
3. Cash Flow.
4. Debenture for Elizabeth Bagshaw Elementary School. - Page 1
5. 1990 Reserve for Dofasco Inc. Assessment Appeal - Pages 2-3
6. Draft Policy Proposals for 1990 General Legislative Grants - Pages 4-35
7. Statement to the Legislature by Minister of Education re Increased Funding for Ontario School Boards - Pages 36-40
8. Revised Phase 4 Technological Studies Plan - Pages 41-47
9. The Resolution of the Middlesex Country Board of Education to Petition the Minister to Provide Funding for the Supervision of Home Schooling Students - Pages 48-55

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education. - Page 56

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1990 01 09

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: **DEBENTURE FOR ELIZABETH BAGSHAW ELEMENTARY SCHOOL**

On 1989 04 18, the Board approved this project to be financed by the issuance of debenture. The estimated total cost of $3,538,544.00 was approved by the Board on 1989 11 16. Final approval for this project has now been received from the Ministry of Education and the Ontario Municipal Board.

Summary:

Estimated Total Cost:	$ 3,539,000
Less Provincial Grants:	1,145,000
Debenture	$ 2,394,000

Accordingly, it is recommended that the following application for a debenture issue to finance the net cost of construction for Elizabeth Bagshaw Elementary School, be approved.

RECOMMENDATION:

THAT PURSUANT to the provisions of Part VIII, Section 208 sub-section 1, of the Education Act, The Board of Education for the City of Hamilton make application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of two million, three hundred ninety four thousand dollars ($2,394,000), for the construction of Elizabeth Bagshaw Elementary School on Albright Road, in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth, with repayment term not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

Prepared by: Greg Rutledge, Controller

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith A. Rielly, Director of Education and Secretary

Education Centre
100 Main Street West
Hamilton, Ontario
1990 01 09

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario

Ladies & Gentlemen

Re: 1990 Reserve for Dofasco Inc. Assessment Appeal

Background

The Ontario Municipal Board ruled, in 1987, to reduce Dofasco's property tax assessment by 10 per cent for the years 1983-1986. As a result, the Board of Education adopted a resolution that authorized the Regional Assessment Commissioner to appeal this ruling on behalf of the Board. As well, the Board established a $760,000 reserve, representing the net impact on the local rate payers should the appeal be unsuccessful.

The appeal was heard by the Ontario Supreme Court in August 1988. In February 1989 the OMB decision was upheld although, the Court sent the decision back to the OMB for a review of how they determined the overall 10 per cent Dofasco assessment reduction.

At this time it is expected that the hearing for this review by OMB will be in the fall of 1990.

Section 36(6) of the Assessment Act states that no change to the assessment base is permitted until all complaints, appeals or other proceedings concerning the assessment have been resolved. Therefore, no financial impact has been experienced by this Board to date. Since Dofasco's original appeal has not been finalized, Dofasco continues to appeal each subsequent year.

The Board's reserve for this net contingent liability for Dofasco taxes has accumulated to $1,690,000 to the end of 1989. This reserve has been endorsed by the Board's external auditors and noted in the annual Financial Statements.

The calculation for this reserve is consistent with previous years and is in line with a similar reserve adopted by the City of Hamilton.

RECOMMENDATION:

That for 1990, the reserve for Dofasco Inc. assessment appeal be increased by $571,000.

Prepared by: Daryl Sage - Manager of Special Projects/Audit and Assessment
Submitted by: Paul E. Shewfelt - Superintendent of Finance and Treasurer
Approved by: K.A. Rielly - Director and Secretary

SUMMARY
OF
RESERVE ESTABLISHED FOR DOFASCO TAX ASSESSMENT APPEAL

			$ NET BD. PAYOUT 35%	$ GROSS BD PAYOUT 100%
			$1,862,094	$5,320,267
ESTIMATED BOARD SHARE OF ASSESSMENT APPEAL 1983-90				
		REALTY	247,905	708,299
		BUSINESS	150,758	430,736
ESTIMATED BOARD SHARE INTEREST PAYABLE : 1983-90				
			$2,260,757	$6,459,302
ESTIMATED TOTAL PAYOUT 1983-90				
LESS ESTABLISHED RESERVE:	1983- 1987	760,000		
	1988	240,000		
	1989	690,000	**1,690,000**	**1,690,000**
			$570,757	**$4,769,302**
ESTIMATED SHORTFALL IN CONTINGENT LIABILITY				
		ROUNDED	**$571,000**	**$4,770,000**

Note:

The above "Gross Board Payout" column represents the total estimated amount of tax dollars to be returned to Dofasco by this Board should the OMB decision be upheld.

The "Net Board Payout" column represents the estimated impact on local ratepayers after increased Ministry grants covering approximately 65% of the total loss.

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1990 01 09.

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: DRAFT POLICY PROPOSALS FOR 1990 GLG - FOR DISCUSSION PURPOSES

The Ministry of Education, School Business and Finance Branch, has presented a number of funding options for 1990 with respect to Transportation, Remoteness Allowance and Average Daily Enrolment at a meeting in November. Responses were requested by December 20. Background information is attached from the Ministry of Education.

Transportation Policy Review

Two funding options for transportation are being considered.

Option 1

The two components of Option 1 are as follows:

(a) A 100% grant based on the school board's pupil density to cover the variations among school boards in their need for transportation; and

(b) Any excess between the school board's approved transportation expenditure and the grant for pupil density (a) at the R.O.E. rate of grant rather than the current rates of 75% and 95%.

Option 2

A combination of density (# of pupils per square kilometre) and the school board's activity (# of kilometres travelled in the provision of transportation for the board's pupils and the use of public transit). The amount so calculated reflects the school board's relative need for transportation and would be paid to the board (100% of the calculated amount). An additional amount (up to $100 per ADE) would be recognized for grant purposes at the board's rate of grant.

Comment

It is difficult to interpret this information. Transportation grants should recognize our needs: accommodation, flexibility in location of programs and safety of children. Until further financial details are known, the current funding model should be retained.

Remoteness Allowance

The current funding mechanism known as the "Goods and Services Factor" provides financial assistance to school boards located in remote communities in respect of higher costs incurred in purchasing goods and obtaining services resulting from their geographic location. Three options have been proposed.

Comment

The Remoteness Allowance does not affect the Hamilton Board of Education.

Average Daily Enrolment

One significant factor in allocating grants to school boards is average daily enrolment (A.D.E.) which reflects level of service in terms of the number of full time and part time pupils at specific points in time.

Four options have been proposed.

Option 1

The status quo is based on (a) Reporting Dates: That is, the number of pupils enrolled on the last school day of January, April and September and (b) Definition of full time pupil: That is, the number of instructional minutes per school day per pupil. At present, 151 minutes or more equals a full time pupil for grant purposes.

Option 2

Reporting Dates - change to February and September from January, April and September.

Definition of Full Time Pupil - change to 210 instructional minutes from 151 minutes per school day per pupil.

Option 3

Reporting Dates - change to February and September from January, April and September. (same as Option 2)

Definition of Full Time Pupil - maintain at 151 instructional minutes per day per pupil (same as Option 1).

Option 4

Reporting Dates - change to February and September from January, April and September. (same as Option 2)

Definition of Full Time Pupil - change to a full time equivalent based on the number of credits per pupil compared to a normative credit course-load of seven.

Comment

Option 3 is our best financial alternative followed by Option 2. We have not had the time to investigate Option 4.

CONCLUSION

With the introduction of Bill 64 (pooling of commercial and industrial assessment) in 1990, proposals for 1990 GLG should be postponed unless they assist financially those boards that are negatively affected by Bill 64.

RECOMMENDATION

That the Draft Policy Proposals for 1990 GLG be received for information.

Prepared by: G. Rutledge,
Controller,

Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer,

Approved by: K. Rielly,
Director of Education and Secretary.

DRAFT POLICY PROPOSALS

FOR 1990 GLG

FOR DISCUSSION PURPOSES

TRANSPORTATION POLICY REVIEW

1. PURPOSE

The purpose of this paper is to examine the policies of the Ministry of Education regarding the transportation of pupils by school boards, the mechanism utilized to allocate funds to school boards for this purpose and the adequacy of the resources allocated to address the costs incurred by the school boards.

2. BACKGROUND - PURPOSE OF TRANSPORTATION

School boards currently provide transportation for their pupils for a number of different purposes.

(a) To congregate pupils for regular education

Historically, school boards have tended to provide transportation for pupils residing in relatively sparsely populated areas to a central facility (a school) in order to enable them to operate viable units that could meet the basic educational needs of their pupils. The elimination of the "little red school house" and the establishment of "composite schools" has tended to encourage transportation of this type.

(b) To congregate pupils for special programs

School boards tend to provide transportation to special programs that exist in certain schools but not in all schools due to the need for specialized equipment (e.g., technical and vocational schools, schools for trainable retarded pupils, school for the arts, etc.) or to congregate pupils for a special program to attain viable class units (e.g., programs for gifted pupils, etc.)

(c) Lack of school facilities

A relatively new phenomenon for transportation of pupils is the result of population growth in and around major urban centres. While the numbers of pupils may be sufficient within a given community to operate a viable school unit, the schools do no exist due to the inability of construction to keep pace with the capital needs.

Often this migration produces surplus places in existing school areas. The result is transportation of large numbers of pupils "en bloc" from new growth areas to surplus space in declining communities.

(d) Under-utilized Schools

A contributing element to population growth in certain areas within and around major urban centres is population migration to the new growth areas. This produces a reduction in school age pupils in existing schools. These surplus spaces are often used as "holding schools" until schools can be built within new housing developments.

Sometimes, however, the numbers of pupils remaining in such schools are too small to sustain a viable educational unit. Schools may be closed and the pupils transported to a central location. This activity is similar to that used to address population sparsity usually considered to be a phenomenon of rural areas.

(e) Safety

A school board may undertake to transport pupils over relatively short distances from home to school and return for what it deems to be safety considerations - across a railroad track or major road or highway, along a major road or some other safety related reason. The concept of safety is by no means uniform among school board officials.

(f) Field trips to enhance educational programs

School boards provide transportation to special activities or facilities to enhance the educational programs. These are undertaken occasionally throughout the year and may include ventures to a zoo, a science centre, an outdoor learning facility, theatre, skiing facilities, swimming pools, etc. Sometimes schools charge a transportation fee for such field trips and sometimes not.

(g) Co-op education

Transportation may be provided by a school board in support of a co-op education program. This most often takes the form of providing students with public transit tokens or the cost of public transit.

(h) Medical reasons

School boards provide transportation from home to school and return in those instances where a pupil, for medical reasons, cannot walk to and from school (e.g., a broken leg, asthma, or other breathing conditions that may be aggravated by weather or other reasons, etc.

This type of transportation is generally of a limited duration.

(i) Transportation for exceptional pupils

Transportation is usually provided on an ongoing basis for pupils who because of a physical disability, and sometimes because of an emotional or intellectual disability, are unable to walk to and from school.

Special types of transportation may be required in such instances.

As can be noted from these examples of the provision of transportation, there are many reasons why transportation is provided by schools. However, it should also be noted that the policies and practices among the school boards are by no means uniform in terms of the extent of transportation provided (e.g., door-to-door, walk distances, etc).

Furthermore, the mode of transportation provided varies from the use of school buses of varying sizes, specially equipped vehicles, public transit, taxi cabs, etc.

The result is a range of varying costs of operating incurred by the school boards.

In summary, transportation is provided by school boards to:

(a) Bring together pupils in one site that has the resources (human and physical) to provide equality of educational opportunity. Transportation services are needed in order to facilitate the provision of the base educational programs provided by a school board.

(b) Enhance the learning of pupils and/or to facilitate the provision of supplementary or optional educational programs (e.g., summer school, field trips, etc.)

The first instance reflects a need for transportation due to sparsity, lack of facilities, and/or safety considerations.

The second reflects additional services provided by a school board at its discretion in response to the wishes of its constituents.

3. DESCRIPTION OF THE CURRENT FUNDING METHODOLOGY FOR TRANSPORTATION

The current grant for transportation is based on funding an approved amount of expenditure. Approved expenditure for home to school transportation, which is the largest component, is based on:

(a) the number and size of vehicles used to transport students times a daily per diem rate as adjusted annually

(b) the number of kilometers travelled by the vehicle times an amount per kilometer as adjusted annually

(c) the number of pupils transportation as calculated as an occupancy ratio on the vehicle (ie. if this ratio is below 90% the approval is adjusted on a pro-rated basis)

and is subject to the approval by the Ministry of Education's regional office.

Transportation approvals may also be obtained for:

- School to school for classes requiring special facilities and equipment not available in the home school.

- Summer school transportation in respect of courses eligible for other General Legislative Grants (ie. credit courses).

- Expenditure in respect of public transit for home to school and school to school.

- Transportation of handicapped and trainable-retarded pupils in vehicles for the exclusive use of these pupils.

- Special approvals for handicapped and trainable-retarded pupils and for unusual transportation requirements subject to the approval of the Regional Office.

- Transportation of pupils to Ontario schools for the deaf or blind and demonstration schools subject to the approval of the Regional Office.

- Board, lodging and transportation for pupils authorized under the Education Act.

A northern allowance of 15% on the above approved expenditure is provided for all eligible northern school boards.

The grant is calculated in two stages. Stage 1, the first $380 per pupil of expenditure, is funded on average at 75%. The amount in excess of stage 1 is then funded at 95%. Any transportation expenditure not recognized for grant is raised 100% from the local tax base.

Transportation expenditures grew by over 14% in 1989. In the previous six year period, 1983-89, this expenditure has grown by approximately 93%. By comparison, instructional costs has risen by 61% over the same time period.

4. PROBLEMS WITH THE CURRENT POLICIES

(a) Open-endedness of the funding mechanism

The decision to provide or not to provide transportation for its pupils rests with the school board. The greater the transportation services provided by the school boards the greater the obligation on the local taxpayer and on the provincial government. However, the liability tends to be weighted much more heavily on the province than on the school boards. There is no finite liability on the provincial government at any point. It is totally open-ended. The growth in grants to school boards for transportation has increased far more rapidly than in any of the other educational areas supported by the ministry.

(b) No encouragement for efficiencies

There are currently no incentives, positive or negative, to encourage school boards to provide transportation in a more effective manner with regard to new or existing transportation routes or policies.

Rejection of local requests for service improvements would benefit the ministry financially and hurt board trustees politically.

There is no inducement for the use of double and triple runs, adjustments to school hours for starting and ending the school day, etc.

The current funding model diminishes the amount of local share required when a board exceeds a certain level. (Reduction in mill rate from 1st level REE to 2nd level REE).

(c) Differential in perceived burden between school boards

The current funding mechanisms emphasize the level of support for transportation provided by the ministry to school boards. The resultant public perception is that the level of burden is lower on some boards than on others, particularly between coterminous public and separate school boards.

The view that it costs one board only 10 cents on the dollar to transport a pupil while costing the other board 40 cents on the dollar implies inequity of provincial support and encourages variance in local decision-making to transport or not to transport pupils under certain conditions, even though the mill rate burden is in fact the same on all taxpayers.

(d) Variance in board practices

Different school boards have different policies regarding walking distances, conditions under which transportation is provided for safety reasons or programming reasons. Pressure is applied by the board's supporters for similar levels of service to coterminous or adjacent boards. Boards often find it difficult to comply either because of the cost to the local taxpayer or out of a sense of general fiscal responsibility.

A number of school boards use public transit as a means of supplementing their transportation services. This option is not available to all boards nor uniformly applied among those boards that do have this option.

(e) Differences in regional office interpretation and approvals

Regional offices of the ministry do not interpret the discretionary provisions of the transportation policies uniformly. Boards are pressured to provide levels of service provided and approved in another jurisdiction without any comparable financial provincial support.

(f) "Cost of Education" transportation support

Since the ministry pays 100% of the transportation costs in respect of "cost of education", pupil transportation is provided for such pupils where it might not be provided for resident-internal pupils of the boards. Local residents feel discriminated against since they pay taxes to the board but do not get comparable service.

(g) Administrative complexity

The current mechanism involves lots of paperwork, record-keeping, the need for a multitude of special approvals, etc. The funding requirements make this a very labour and paper intensive area. Too many categories of vehicle, too much record-keeping, too much dependence on subjective approvals by regional ministry officials.

(h) Variance of operating cost between regions

There is a need to recognize the variance in operating costs between regions in the funding mechanism. First to recognize the higher costs of salaries and overhead in major urban centres (e.g., Toronto) and secondly the cost of providing transportation in Northern or remote areas in terms of their related costs (e.g., radio equipment etc.).

5. OBJECTIVES OF THE FUNDING MECHANISM

(a) Equitable allocation of resources for transportation.

(b) Equitable allocation of burden on the local taxpayer across the province.

(c) Encourage efficiency in transportation practices.

(d) Close off open-endedness and limit Ministry of Education's liability.

(e) Encourage uniform transportation policies and practices across the province.

(f) Simplified administration of the system.

(g) Improved understanding of the funding mechanism.

(h) Local decision to yield a local burden on the board's supporters.

(i) A flexible and adaptable mechanism that recognizes local needs and operating practices (e.g., use of local public transit).

(j) A mechanism that recognizes the costs of providing transportation such as the variable and fixed components.

(i) Variable components include:

- fuel
- maintenance

(ii) Fixed components include:

- Insurance
- Depreciation
- Financing costs
- Administration/overhead
    - office staff
    - office facilities
    - garage facilities
    - training of drivers
    - licensing of fees
    - drivers' salaries
    - profit margin

PRINCIPLES IN FUNDING OF TRANSPORTATION

1. Since the need for transportation is a function of demographics and geography, (elements that are beyond the school boards' control) an amount of grant calculated on a basis that reflects the relative need among school boards shall be paid to the school boards in recognition of the expenditure incurred by school boards. It is proposed that the province shall pay the full amount of this grant similar to other grants paid in respect of demographic and geographic conditions.

2. School boards may choose to expend additional resources beyond the amount of grant paid in respect of "need" in order to enhance their educational programs or their transportation services. In order to ensure a degree of equity of burden on school boards to provide these additional services, it is proposed that all or a portion of those additional expenditures be recognized for grant purposes by the Ministry of Education. The grant paid by the provincial government shall be based on the boards' ability to raise these additional resources using the same level of burden (mill rate) as other school boards.

   These concepts conform to the principles applied to the other areas of funding of education in Ontario. (Note: Item #1 conforms to category 2 of the funding model, while item #2 complies with the elements outlined in category 3.)

6. FUNDING ALTERNATIVES

A number of different approaches were examined as potential mechanisms for allocating funds to school boards in respect of transportation. These approaches included:

(a) the use of variables external to the school board:

  (i) pupil population density

  (ii) the ratio of urban/rural environments, and

  (iii) the distance pupils lived from school.

(b) variables based on the levels of service provided by the school board:

  (i) number of kilometres travelled (in total or average per pupil)

  (ii) number and size of vehicles used, loading ratios and distances travelled (the current model)

  (iii) number of pupils transported

(c) A combination of variables.

Two options are described in detail herein:

Option 1

The funding for transportation under this option would have two components. The first component would introduce a 100% grant based on the school board's pupil density to cover the variation among school boards in their need for transportation. The second component would fund any excess between the school board's approved transportation expenditure and the grant for pupil density at the R.O.E. rate of grant rather than the current rates of 75% and 95%. The current approval mechanism would remain in place.

Advantages

(i) Recognizes need for transportation in respect of the sparsity of pupils within the boards' jurisdiction.

(ii) The pupil density (ie. grant component which is based on sparsity) is an independent variable that measures relative "need" and is therefore beyond the board's control.

(iii) Increases the board's share of additional expenditures from an average of approximately 18% to an average of approximately 54%.

(iv) Continues to give recognition for school board activity through the current approval mechanism which also provides a good "cost accounting" of school board expenditure.

Disadvantages

(i) May provide a higher level of grant to boards that have within their jurisdiction large areas that are empty and require no services.

(ii) The level of approved expenditure would continue to be open-ended.

(iii) Remains administratively complex.

(iv) Would continue to require ministry approval on all transportation.

Option 2

The funding of transportation is based on a combination of density (number of pupils per square kilometre) and the school board's activity (number of kilometres travelled in the provision of transportation for the board's pupils and the use of public transit). The amount so calculated reflects the school board's relative need for transportation and would be paid to the board (100% of the calculated amount). An additional amount - up to $100 per ADE - would be recognized for grant purposes at the board's rate of grant.

Advantages

(i) Recognizes need for transportation in respect of the sparsity of pupils in the board's jurisdiction.

(ii) Recognizes actual activity of the board including transportation for safety, new development, special programs, etc.

(iii) Limits liability of the ministry, i.e., up to a maximum amount per board.

(iv) Simple to administer.

(v) Does not require a cumbersome approvals mechanism.

(vi) Encourages efficiencies by school boards, sharing, etc.

(a) 100% grant component
(b) higher level of local contribution

(vii) Provides control over dollar amount per kilometre.

(viii) Recognizes use of public transit.

(ix) Recognizes school-to-school.

(x) Equalizes ability of boards to exceed base grant (100% grant component) up to $100 per A.D.E.

Disadvantages

(i) Treats all kilometres the same in activity calculation (bus vs. cab).

(ii) Requires special approvals for some transportation.

7. OBSERVATIONS

(i) Where indices are used as part of the base grant calculation (such as density or kilometres), these would be calculated on the previous year's data but applied against current year dollar amounts. This would provide a fixed level of commitment on behalf of the government (certainty) and a basis for board forecasts and projections for internal planning.

(ii) In each instance, the dollar amounts per pupil are to be structured in such a way that:

(a) The costs beyond the boards control are recognized at 100% - i.e., to reflect an amount required to support the base educational program. This amount would be incorporated as part of category 2 of the funding model.

(b) A shared amount based on a mill rate per $100 per pupil of expenditure to ensure equity of burden for boards exceeding the base level of transportation service (a category 3 item).

(c) The balance per pupil expended would be totally at board expense.

(iii) The amount of grant allocated to school boards as part of category 2 of the funding model would be based on:

(a) The numbers of pupils transported on the "home-to-school" basis as part of the regular day school program

(b) the number of pupils transported home-to-school by public transit at the expense of the school board.

(c) School-to-School transportation.

(iv) Costs incurred by a board in excess of the amounts recognized as part of category 2 would be supported by the ministry on a shared basis with the school boards.

(a) Boards would be required to raise "X" mills per $100 expenditure per pupil enroled, in excess of the basic amount of transportation grant.

(b) A limit of $100 would be set beyond which the ministry will not provide financial assistance.

(c) This category ensures that local decision-making will generate local costs, however, the effort would be the same for all boards for the expenditures incurred in this category. (This would be part of category 3).

(d) Transportation provided at the discretion of the board such as summer school, field trips, etc. would be included as part of the shareable component.

(e) The funding approach eliminates the need for special approvals by the regional offices in a large number of areas of transportation.

(v) Special approvals, and supplementary funding will be necessary in the following areas:

(a) transportation to and from schools for the blind, deaf, and deaf/blind.

(b) Board and lodging costs incurred by a board for its pupils attending school away from their home area and weekly transportation home to school and return.

(c) Transportation provided for physically handicapped pupils.

(vi) Every board will receive some grant in respect of density. A minimum amount (approximately $10.00 per A.D.E.) be paid to a board whose density calculation computes to less than $10 per A.D.E.

TRANSPORTATION RESOURCE EQUALIZATION SYSTEM

Description of the Model

Two parts 1) 100% grant component - category 2

2) Shared component - category 3

1) **100% Grant Component**

(a) 70% based on density formula

(b) 30% based on activity

Activity includes:

(i) home-to-school
kilometres x dollars per km

(ii) school-to-school
expenditure

(iii) public transit
home-to-school only
(formula based - $ per pupil)

(c) Special approvals

(i) Transportation to provincial schools

(ii) Board and lodging, weekly transportation

(iii)Transportation of physically handicapped.

(d) A minimum grant will be paid to all boards in respect of the density calculation i.e., Part A above, (approximately $10 per A.D.E.).

2) **Shared Component**

- Actual expenditure less the amount of grant at 100% (100% grant component).
- Limited to a maximum of $100 per ADE.
- Local share based on mill rate per $100 per ADE of expenditure.
- Mill rate is at the ROE rate.

CHARACTERISTICS OF THE MODEL

PROS

1. Recognizes need for transportation in respect of the sparsity of pupils in the board's jurisdiction.
2. Recognizes actual activity of the board including transportation for safety, new development, special programs, etc.
3. Limits liability of the ministry, i.e., up to a maximum amount per board.
4. Simple to administer.
5. Does not require a cumbersome approvals mechanism.
6. Encourages efficiencies by school boards, sharing, etc.

   (a) 100% grant component
   (b) higher level of local contribution

7. Provides control over dollar amount per kilometre.
8. Recognizes use of public transit.
9. Recognizes school-to-school.
10. Equalizes ability of boards to exceed base grant (100% grant component) up to $100 per A.D.E.

CONS

1. Treats all kilometres the same in activity calculation (bus vs. cab).

2. Requires special approvals for some transportation.

November 6, 1989
leon\trans4

Revised
Nov 24/89

CALCULATION OF TRANSPORTATION GRANTS TO SCHOOL BOARDS

For Option 1

Density Component

(a) Base amount - [adjustment(log N of density)] = Amount of Tansportation Grant per A.D.E. (category 2 component)

Transportation Grant (category 2) = Density Component x A.D.E. of the school board

(b) Difference between approved expenditure* and Transportation Grant (category 2) x Rate of grant on ROE of the school board = additional grant for transportation (category 3 component)

Total Grant = sum of (a) and (b)

* As determined by the current approval process

REVISED
NOV 24/89

For Option 2

(a)(i) Density component

Base amount - [adjustment(log N of density)] = Amount of Transportation Grant per A.D.E. (category 2 component)
amount

(ii) Activity component

(Amount per (kilometre x No. of kilometres per day) divided by A.D.E. = Amount per A.D.E.

Transportation grant = (.70 x density component) + (.30 x Activity component) (category 2 component)

(b) Amount up to a maximum of $100 per A.D.E. transportation x Rate of grant on R.O.E. of the school board = Additional grant per A.D.E. for (cateogry 3 component)

Total Grant = sum of (a) and (b) x A.D.E. of the school board

REMOTENESS ALLOWANCE

ISSUE

The Ministry of Education, through legislation, regulations and policy memorandums, provides guidelines to school boards regarding the provision of educational programs for pupils residing within the boards' jurisdiction.

The ministry has established a base amount per pupil that reflects the estimated costs of providing these educational programs under more or less optimal conditions related to class size, the availability of resources, and the accessibility to goods and services.

However, the ministry also recognizes that 'optimal conditions' for education program delivery do not exist throughout the province and in fact, the cost of program delivery varies across the province due to geographical and demographic conditions that exist within each school board jurisdiction.

In order to achieve a more equitable distribution of financial resources, and in recognition of regional disparity within the province, the ministry has established certain additional funding mechanisms, which when implemented address these higher costs incurred by school boards.

The current funding mechanism know as the "Goods and Services Factor" provides financial assistance to school boards located in remote communities in respect of the higher costs incurred in purchasing goods and obtaining services.,

This includes the higher costs for items such as:

- instructional supplies (paper, pencils, exercise books, etc.)
- office supplies (paper, photocopying, etc.)
- custodial supplies (paper towels, floor finish, etc.)
- library materials, texts
- utilities (heating, lighting, etc.)
- travel (teachers, administrators, trustees)
- telephone, postage
- personnel training and hiring
- non-professional salaries (plumbers, custodians, clerical and secretarial, etc.)
- professional salaries

Background

Current guidelines for eligibility for the goods and services grant are as follows:

> "All boards in a territorial district that do not include a city or town with a population in excess of 25,000 within their jurisdiction, receive a grant of $291 per elementary pupil and $371 per secondary pupil to reflect the additional cost of goods and services in smaller municipalities in Northern Ontario. All other boards in a territorial district and boards in a district municipality or a former provisional county receive a grant of $194 per elementary pupil and $247 per secondary pupil to reflect the cost of goods and services in such municipalities."

Boards currently receiving this grant:

- All boards in northern Ontario receive the higher amount except boards in Thunder Bay, Sault Ste. Marie, North Bay, Timmins, Sudbury, Muskoka and Haliburton (which receive the lower amount).

The Commission on the Financing of Elementary and Secondary Education in Ontario singled out two weighting factors for special study: the goods and services weighting factor and the compensatory education weighting factor. The Commission commented on the goods and services weighting factor:

> "The condition governing a board's eligibility for this assistance is outdated and no longer defensible under current circumstances. This factor was designated to provide additional grants to boards in northern Ontario to offset the higher cost of goods and services. However, current guidelines that allow this factor only to boards in a territorial district, a district municipality, or provisional county seem arbitrary" (page 64)
>
> It recommends
>
> "That the Ministry of Education research the compensatory education weighting factor and the goods and services weighting factor in order to revise them or to replace them with more appropriate measures to reflect social, economic and geographical needs".

The School Business and Finance Branch undertook such a review in 1988.

OBJECTIVE

> To provide additional grants to school boards located in remote communities, in recognition of the higher costs of purchasing goods and obtaining services resulting from their geographic condition.

OPTIONS

Option 1 - STATUS QUO

Advantages

1. Would continue in support of the recent decision of the Legislature to move the boundary line for northern Ontario.

Disadvantages

1. Does not reflect the differences in cost of goods and services across the province (i.e., does not support principle of equity).

2. Might result in increased pressure to further change the northern boundary line to include other school boards.

3. Continues the acknowledged arbitrary nature of the grant.

Option 2

Replace the current goods and services grant with a remoteness allowance based on the distance between the school boards and the major urban centres in southern Ontario.

The grant is based on a dollar amount per pupil which would vary from board to board according to the distance of the board office from a defined city, namely, Toronto, Ottawa, Hamilton, London or Windsor. The following table outlines the distance categories and the amounts per pupil for which a board may be eligible.

Distance of Defined city	Grant Per Pupil
0 - 149 km	0
150 - 199 km	$ 50
200 - 299 km	$150
300 - 399 km	$250
400 - 699 km	$300
700 - 999 km	$325
1000+ km	$350

Boards with an urban centre having a population over 25,000 have their grant per pupil calculated at 60% of the stated amount in recognition of their easier access to goods and services.

Advantages

1. The remoteness allowance recognizes the influence of geography on the operating costs of the boards in terms of their acquisition of goods and services required for the provision of their education programs.

2. This approach is based on distance from defined cities and on the existence of an urban centre (population in excess of 25,000) within the jurisdiction of the board.

3. The use of a north-south boundary has been removed. However a large measure of support is going to the smaller, northern boards based on distance not on an artificial boundary line.

4. Grants allocated to school boards are based on a range of levels of support based on distance rather than one amount if the board qualifies and none if it doesn't as in the previous goods and services factor.

5. Responds to the requests for reform by the northern boards (NOSTA report) and other boards.

Disadvantages

1. The formula will tend to reduce the grant payable to a number of boards, such as:

   Sault Ste. Marie RCSSB and Board of Education
   Timmins RCSSB and Board of Education
   East Parry Sound Board of Education
   West Parry Sound Board of Education
   Muskoka Board of Education
   Sudbury Board of Education
   Nipissing RCSSB and Board of Education

2. Recent Statements in the legislature concerning the definition of Northern Ontario have raised expectations regarding potential grant benefits for those boards that now qualify for the former goods and services grants. The proposed formula does not meet this assumed level of expectation.

3. The proposed formula may increase the over-all allocation through this category over the previous goods and services factor allocation by approximately $2 million.

Option 3

Determine the amount of grant based on the relative costs of goods and services as determined by a consumer price index.

Advantages

1. Would be based on objective criteria which address in a direct way the cost of goods and services.

Disadvantages

1. Would be very difficult to establish the measurement criteria in a manner that would be defensible. Many factors are involved, including bulk purchasing, availability of certain fuels, age of schools, etc.

November 6, 1989
leon\remote

AVERAGE DAILY ENROLMENT

ISSUE

The principal basis for determining the amount of allocation of grants to school boards is the average daily enrolment (A.D.E.).

In order to ensure that the grant to each school board is commensurate to the level of service being provided by the board, in terms of the numbers of pupils served, it is necessary to determine the A.D.E. as accurately as possible.

The current method of calculating A.D.E. has the following problems associated with it in respect to measuring the number of pupils:

- It fails to measure accurately enrolment in semestered secondary schools.
- It counts pupils taking half a course load as a full-time pupil which means we pay the board the same grant for these pupils as if they were full-time pupils.
- There are administrative anomalies associated with the regulations and the registers.

The purpose of this paper is to recommend alternative options to calculate A.D.E. that address the problems identified.

Background

A.D.E. is currently calculated as the sum of:

1. The number of pupils enroled full-time (ie. pupils who are registered for classroom instruction for an average of 151 minutes or more per school day).
2. 0.5 x the number of pupils enroled half-time (ie. pupils who are registered for classroom instruction for an average of 150 minutes per school day).
3. A proration of the number of pupils enroled who are enroled less than half-time.

The Ministry of Education in May, 1984 (Ministry Memorandum 1984:B3) informed school boards that the definition of a full-time day school pupil would be revised. The following year, in May, 1985 (Ministry Memorandum 1985:B4), the Ministry communicated to school boards the proposed changes concerning the definition of a full-time pupil and a change in the reporting dates.

In January, 1986 (Ministry Memorandum 1986:B1) the changes as proposed last May were postponed pending the recommendations forthcoming from the Commission on the Financing of Elementary and Secondary Education in Ontario.

The Commission acknowledged in its report that a change in the calculation of A.D.E. was justified. Recommendation #31 in that report states:

> "That the Ministry of Education revise the calculation of average daily enrolment for grant purposes, having due regard for any financial impacts on school boards."

OBJECTIVE

To ensure that the allocation (ie. grant) to school boards is commensurate with the level of service being provided by each board in terms of the number of full-time pupils and their part-time equivalents.

PROPOSAL

The proposed changes are as follows:

- Definition of a full-time pupil - the classroom instruction time required for a pupil to qualify as a full-time pupil to increase from 151 minutes or more per day to 210 minutes or more per day.

- Reporting dates - the reporting dates for the A.D.E. calculation to change from the existing three dates in the current year (January, April and September) to just two dates (February and September). The ADE for any given calendar (grant) year to be the sum of:

  0.10 x September enrolment of previous year
  0.50 x February enrolment of current year
  0.40 x September enrolment of current year

Observations

Re-defining the definition of a full-time pupil addresses the problem of the over payment of grant for pupils who are just going to school half time. The proposed change will ensure a fairer distribution of grants between school boards based on the full-time equivalency of each pupil.

Changing the reporting dates allows us to measure the enrolment more accurately in respect of semestered secondary schools.

OPTIONS

Option 1: Status Quo

Advantages:

1. Continues with a system that is familiar to school teachers, principals and administrators.

2. No financial impact.

Disadvantages:

1. Fails to measure accurately enrolment in semestered secondary schools.

2. Fails to address problems associated with pupils qualifying as full-time instruction (151 minutes or more), resulting in overpayment of grant for these pupils.

3. Does not resolve existing administrative anomalies associated with the regulations and the registers.

Option 2: Introduce for 1990 two reporting dates (February and September) for A.D.E. calculation; and effective September 1990, change to 210 minutes or more for the full-time pupil definition

Advantages:

1. Reporting on two dates improves enrolment measurement and grants for semestered secondary school and was supported by most school boards and organizations.

2. Defines more accurately full-time pupils, with appropriate grant calculation.

3. Represents a positive follow-up to previous intent and the Macdonald Commission recommendation.

4. Overcomes existing reporting difficulties regarding the regulations and the registers.

5. Simultaneous implementation of reporting dates and full-time pupil definition results in minimum net grant impacts (gains and losses) in the first year.

Disadvantages:

1. Without an increase to the secondary grant ceilings in year 2 and subsequent years, the new definition for full-time pupils (ie. 151 minutes increased to 210) would reduce grants to school boards.

2. Since some boards utilize full-time equivalent enrolment calculated by the Ministry in negotiating staffing, this proposal may affect the number of staff under the collective bargaining process.

Option 3: Introduce for 1990 two reporting dates (February and September) for A.D.E. but do not change the full-time pupil definition

Advantages

1. Improves enrolment measurement and grant for semestered secondary schools, and supported by most school boards and organizations.

2. Represents a positive follow-up to previous intent and the Macdonald Commission recommendation.

Disadvantages

1. Implementation of this change separately from the full-time pupil definition would require additional resources, without offsetting savings to be realized from the full-time pupil definition change.

2. The problem of half-time pupils qualifying for full-time funding would continue, with the problem being exacerbated by the implementation of the junior kindergarten and senior kindergarten initiatives.

Option 4 Introduce two reporting dates (February and September) for A.D.E. calculation, and determine full-time equivalents based on the number of credits taken by the pupils enroled divided by the normative credit course-load - seven.

Advantages

1. Reporting on these two dates improves enrolment measurement and recognizes the numbers of credit courses taken in each semester.

2. Measures full-time equivalents in a manner directly proportionate to the actual levels of service being provided.

3. Recognizes for grant purposes credit courses taken by a secondary pupil in excess of seven credits per year.

4. Eliminates all "steering effects" and encourages school boards to schedule courses in accordance with pedagogical theory and student needs.

5. Potentially reduces the numbers of registers that school boards are required to complete.

Disadvantages

1. This approach is limited to secondary school programs only.

2. Would permit pupils taking more than the normative credit course load to be counted for more than 1 full-time pupil (e.g., 8 credits = 1.14; 9 credits = 1.28 FTE).

3. May require clarification of what is a credit course (e.g., fractional credits).

4. May require a restructuring of the school boards' record-keeping systems.

November 15, 1989
leon\ade2

100 Main Street West
Hamilton, Ontario
1990 01 09

To the Chairman and Members
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen:

Re: Statement to the Legislature by Minister of Education re Increased Funding for Ontario School Boards

For your information, attached is a copy of the Statement to the Legislature on 1989 11 29 as delivered by Mr. Sean Conway, Minister of Education.

K. A. Rielly
Director of Education and Secretary

rm

STATEMENT TO THE LEGISLATURE

BY SEAN CONWAY

MINISTER OF EDUCATION

ON

INCREASED FUNDING FOR

ONTARIO SCHOOL BOARDS

NOVEMBER 29, 1989

CHECK AGAINST DELIVERY

MR. SPEAKER:

I AM PLEASED TO PROVIDE ADDITIONAL INFORMATION ON THE INCREASE IN FUNDING TO SCHOOL BOARDS FOR 1990-91 ANNOUNCED IN THE TREASURER'S STATEMENT.

AS THE TREASURER INDICATED, THE ONTARIO GOVERNMENT'S INCREASED OPERATING GRANTS TO SCHOOL BOARDS IN 1990-91 WILL TOTAL MORE THAN $4.5 BILLION. THAT IS AN INCREASE OF $363 MILLION, OR 8.7 PER CENT, OVER THE 1989-90 ALLOCATION.

IN THE 1990-91 TRANSFER, ADDITIONAL SUPPORT IS INCLUDED FOR THE THRONE SPEECH INITIATIVES, WHICH WERE DESIGNED TO IMPROVE THE EDUCATIONAL OPPORTUNITIES FOR CHILDREN IN THE EARLY YEARS.

THESE PROGRAMS INCLUDE MEETING OUR GOAL OF REDUCING CLASS SIZES IN GRADES ONE AND TWO BY SEPTEMBER, 1990, TO AN AVERAGE OF 20 PUPILS IN THESE CRITICAL EARLY YEARS.

WE ALSO WILL INCREASE OUR SUPPORT FOR COMPUTERS IN EDUCATION AND LEARNING MATERIALS, AND TAKE THE IMPORTANT FIRST STEP IN MAKING JUNIOR AND SENIOR KINDERGARTEN AVAILABLE TO ALL FOUR- AND FIVE-YEAR-OLDS ACROSS THE PROVINCE.

IN ADDITION, $30 MILLION WILL BE MADE AVAILABLE TO ADDRESS THE IMPACT OF THE FIRST YEAR OF A SIX-YEAR PHASE-IN OF POOLING, WHICH WILL PROVIDE A MORE EQUITABLE SHARING OF THE LOCAL TAX BASE BETWEEN SCHOOL BOARDS IN THE SAME AREA.

THE OVERALL 8.7 PER CENT INCREASE IN OPERATING GRANTS WILL ALSO PROVIDE ADDITIONAL FUNDING IN SUPPORT OF THE BASIC PER PUPIL GRANT, WHICH WILL ASSIST BOARDS WITH ENROLMENT GROWTH AND OTHER COSTS.

AS MEMBERS ARE AWARE, THE LEVEL OF GRANT TO INDIVIDUAL SCHOOL BOARDS WILL VARY FROM THE GLOBAL 8.7 PER CENT INCREASE IN GRANTS.

THIS ESTABLISHED PRACTICE ALLOWS THE GRANT FUNDING FORMULA TO REFLECT AN INDIVIDUAL SCHOOL BOARD'S ENROLMENT AND PROPERTY ASSESSMENT BASE.

A BOARD'S GRANT WILL, THEREFORE, INCREASE OR DECREASE ACCORDING TO THE CHANGES IN THESE TWO VARIABLES.

MR. SPEAKER, I AM ALSO PLEASED TO ANNOUNCE THAT THIS GOVERNMENT WILL INCREASE THE CAPITAL ALLOCATION BY $22 MILLION TO $332 MILLION IN 1990-91.

TO FURTHER ASSIST SCHOOL BOARDS, $300 MILLION OF THIS AMOUNT WILL BE ADVANCED TO THEM BEFORE APRIL 1, 1990.

WHEN THIS GOVERNMENT ASSUMED OFFICE IN 1985, IT MADE A COMMITMENT TO PROVIDE A QUALITY EDUCATIONAL EXPERIENCE FOR ALL ONTARIANS.

SINCE THEN, WE HAVE MET THAT CHALLENGE BY INCREASING OPERATING GRANTS TO SCHOOL BOARDS BY $1.3 BILLION -- A FULL 41 PER CENT -- AND BY INCREASING CAPITAL GRANTS BY $258 MILLION OR 350 PER CENT.

THANK YOU.

- 30 -

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1990 01 09

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Revised Phase 4 Technological Studies Plan

The Ministry has pledged $60,000,000 to update Technological Studies across the province over the next few years. The first phase of the grants are available to certain boards under a program called "Funding for Prototype Sites in the Year 1989-90 for the Renewal of Technological Education". The Hamilton Board of Education, because of our work in writing Ministry courses, has been chosen to receive a portion of this grant. The grant will add to equipment and renovations costs approved by designated boards. The revised financial implications of obtaining the grant are shown in the chart below. The Ministry would like the equipment and renovations in place in programs during Semester II of the 1989-90 school year. The request for funding to Mr. W. Beevor, Assistant Deputy Minister, is enclosed as Appendix I.

Phase 4 of our board's Five Year Tech Studies Renewal Plan was approved at the November Operations Committee meeting and committed $280,000 to Tech Renewal for the Hamilton Board of Education.

Revised Technological Studies Financing for Renovations and Equipment			
	Proposed Expenditures	Expected Revenue from Ministry	Net 1990 Cost to Board
Equipment and Renovations	(1990) 730,000.00 (Pre-1990) 120,000.00*	Approximately $475,000.00	$255,000.00 25,000.00
Personnel Training and Supplies	(1990) 25,000.00		
Total	$875,000.00	$475,000.00	$280,000.00

* Actual expenditures from Phase 3 of the Tech Renewal Plan for Prototype Programs

Recommendations:

- **That the request for a Ministry grant under the program, "Funding for Prototype Sites in the Year 1989-90 for the Renewal of Technological Education" be approved.**
- **That the Proposed Expenditures of the Technological Studies Phase 4 Renewal Program be amended to $755,000, subject to Ministry approval, with the net cost to the Hamilton Board of Education remaining at $280,000.**
- **That, subject to Ministry approval of the grant, equipment purchases and renovations begin in January, 1990.**

Prepared by: G. Rappolt, Assistant Superintendent of Curriculum
G. Rutledge, Controller
J. Kerr, Co-ordinator of Technological Studies

Submitted by: G. Rappolt, Assistant Superintendent of Curriculum

Approved by: K. Rielly, Director of Education

The Board of Education for the City of Hamilton

100 MAIN STREET WEST, P.O. BOX 558
HAMILTON, ONTARIO, CAN. L8N 3L1
TELEPHONE (416) 527-5092

1989 12 19

Mr. W. Beevor
Assistant Deputy Minister
Learning Programs Division
Ministry of Education
Mowat Block
900 Bay Street
Toronto, Ontario
M7A 1L2

Dear Mr. Beevor:

Please find enclosed the Hamilton Board of Education's request for funding to support our prototype projects in Manufacturing and Communications under the program, *Funding for Prototype Sites in the Year 1989-1990 for the Renewal of Technological Education.*

As you will recall, we submitted a similar request on April 7, 1989 outlining the projects the Hamilton Board had underway and requesting funding at that time. Over the last three years, Jim Kerr, our Co-ordinator of Technological Education, has managed the writing teams that have produced both Ministry and Board Documents for the Manufacturing and Communications Technologies (see page 3). Jim has worked closely with both George Isford and Graham Carr to produce these documents.

Jim and his staff have shared both their curricula and their expertise at conferences, and at individual boards including Windsor, Sudbury, Wellington County and Gananoque. In addition, we have had a great number of visitors to Hamilton to see our programs. Our active and ongoing relationship with industry is evidenced by Dialogue '89 sponsored by the Hamilton Industry Education Council, November, 1989. In June, 1989, the three Hamilton School Boards co-hosted the Regional Skills Olympics which was a great success! Due to the overwhelming response to our Technological Showcase held two years ago, the Hamilton Technological Studies teachers are running an even larger Showcase in May, 1990. It will coincide with a board-wide P.D. day in order that all teachers can attend, and will encourage teachers and students from neighbouring boards to attend as well. This Showcase also coincides with the Provincial Technological Studies Co-ordinators' Conference in Hamilton in May.

Future Tech (not enclosed), the Hamilton Board of Education's Plan for Technological Studies Renewal, outlines our beliefs, plans and concerns. This plan was taken to our board of trustees in November, 1989 and was warmly received. Our enrolment figures for September 30, 1989 clearly demonstrated the effectiveness of the first three years of our renewal plan. Technological Studies enrolment has increased 57 teaching lines, or approximately ten teachers, over September, 1988. As the enrolment increases in our prototype programs, we have a vastly increased need for equipment especially in the Communications and Manufacturing areas. As shown on page 5, the Hamilton Board of Education has already invested considerably in the four prototype programs. We could certainly accelerate learning opportunities in Semester II of the 1989-90 year if we were able to make renovations and equipment purchases at a more rapid rate. Consequently we need confirmation of your approval as soon as possible (December 31st) to accommodate your timelines of March 31, 1990.

It is in this context that the Hamilton Board of Education requests funding as shown in Appendix III under the Ministry of Education's plan entitled, *Funding for Prototype Sites in the Year 1989-1990 for the Renewal of Technological Education.*

Thank you for your consideration of our request.

Gail Rappolt,
Assistant Superintendent of Curriculum

Greg Rutledge,
Controller

:jat
Encls.
c.c. Graham Carr, Ministry of Education
Keith Rielly, Director, Hamilton Board of Education

THE NEW TECHNOLOGIES
HAMILTON BOARD OF EDUCATION
DECEMBER1989

PRE-PLANNING

In 1987, The Board of Education for the City of Hamilton was asked to develop curriculum for the Ministry of Education in Elements of Technology - Manufacturing and Communications. This task is now completed.

Being close to the development of the "New Technologies", over the past two years, has given us an opportunity to embark on a long range Technological Studies plan for Hamilton. (using the new concept in Technological Studies as our cornerstone for renewal).

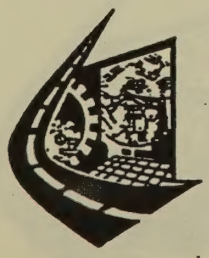
As a result each school has developed a "Long Range Plan" for Technological Studies with School Based Programming being the key philosophical premise.

MANUFACTURING

We started developing the Manufacturing program in 1988. This was done to develop the new technologies concept and to help deflect declining enrolment in Machine Shop programs. The curriculum is now developed and where Manufacturing has been introduced, the program has shown initial success, both in program quality and in rising enrolment.

COMMUNICATIONS

Starting in September 1989, we introduced Communications at Sherwood Secondary School. In order to start the program, equipment had to be purchased. We did this by using monies from our Technological Renewal budget. This meant, however, sacrificing equipment needed in other technical programs in order to support these Ministry pilot programs. We felt strongly that we had to start this program in 1989 - even in a small way - to give us a clearer picture of the resources required to deliver such a program, so we were willing to divert our funds from programs in other schools in order to do this.



THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

1990 - COMMUNICATIONS

In 1990, we plan to complete the Communication facilities at Sherwood Secondary School. A studio will be constructed in our Electronics shop. Graphics, design and desktop publishing will be in our drafting room while printing and photography will be in a third room. These shops are located next to each other to give flexibility in both modular programming and scheduling. To complete the Communications package our Construction shop will be involved producing sets for various projects. Media Literacy and Dramatic Arts will be included with Communications making it a multi-shop, multi-course program involving several disciplines and adding in a positive way to the school's environment.

1990 - MANUFACTURING

The Manufacturing course is currently a "one shop" program. We have renovated and developed these shops to make it a multi-purpose area to suit the basic needs for Manufacturing. However, to make the course true to the concept of Manufacturing, we plan to develop this program into a two shop area. One shop will concentrate on Machine, Welding, Foundry, Plastics while the second shop will have Design, C.N.C., C.A.D., Robotics, Fluid Power and Automated Assembly.

1990 - CONSTRUCTION AND TRANSPORTATION

Also in 1990 we plan to develop the two remaining technologies and have our writing teams complete Construction and Transportation by late summer 1990. Therefore, by the end of 1990, we will have introduced all four Technologies to Hamilton schools and our city wide long range plan will be on its way - using the New Technologies as our base.

Our commitment to the new approach is strong and we have demonstrated this by giving seminars all over the province, in-servicing our teachers and teachers from other boards. We have also embarked on a program of renovating our current shops to house the new Technologies.

In conclusion, our goal in Hamilton is to implement the four Technologies plus Services in our schools based on community needs and staff strengths, so no matter what school our students attend, there will be a viable, relevant and exciting Technological Studies program available for them.

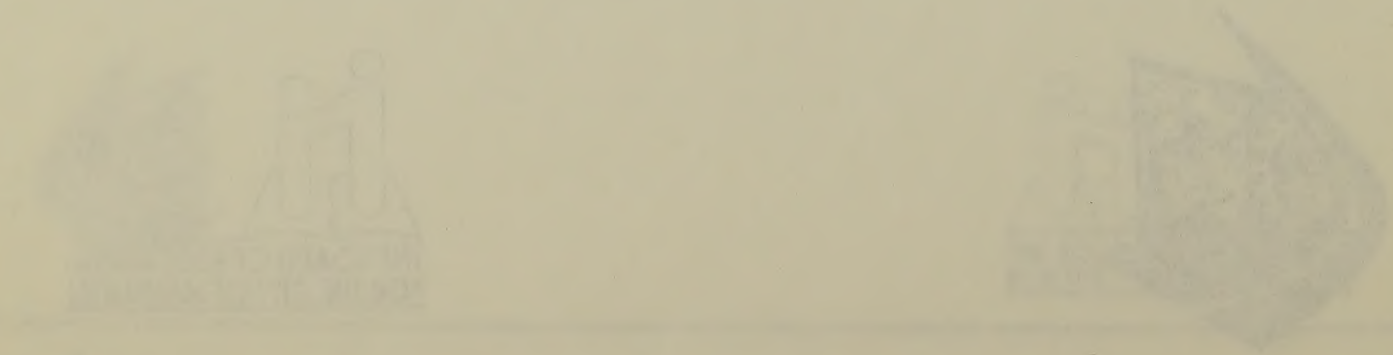
THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

FINANCIAL RECOMMENDATIONS

	1989 & Prior Years	1990 Jan-March	TOTAL
Sherwood S. S.			
Equipment	56,000	144,000	250,000
Renovations		50,000	
Sir Allan MacNab			
Equipment	35,000	145,000	200,000
Renovations		20,000	
Westdale	21,000	149,000	200,000
Renovations		30,000	
Sir John A. Macdonald			
Equipment	8,000	172,000	200,000
Renovations		20,000	
TOTAL	120,000 *	730,000	850,000

***Invoices available on request.**

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON



Referred to Operations Management Committee by 1989 12 19 Board.

The Middlesex County Board of Education

1120 HYDE PARK RD.
HYDE PARK, ONTARIO N0M 1Z0
Telephone (519) 471-3510
Fax (519) 471-1913

DIRECTOR OF EDUCATION AND SECRETARY - E. D. (Ted) ANDERSON, B.A., M.Ed.

1989 11 28

K.A. Rielly, Director of Education
Board of Education for the
City of Hamilton
P.O. Box 558
100 Main Street West
Hamilton, Ontario
L8N 3L1

Dear Mr. Rielly:

At the regular meeting of The Middlesex County Board of Education on Monday, November 20, 1989, the following resolution was passed.

THAT the Board accept the recommendation of the Academic Affairs Committee and
(a) petition the Minister to provide funding for the supervision of home schooling students;
(b) petition OPSBA to support the request that the Minister provide funding for the supervision of home schooling students;
(c) petition Boards of Education to support the resolution of the Middlesex County Board of Education to petition the Minister to provide funding for the supervision of home schooling students; and
(d) forward copies of the request to local MPPs requesting their support.

Trustees of this Board are concerned that the time necessary to provide suitable supervision to those students being educated at home is not covered by grant. Notwithstanding the claim that the local taxes of the family involved support whatever supervision is necessary, the trustees feel that this responsibility calls for grant support as well.

While this is not a major funding issue, the trustees respectfully request that this matter be put before your Board for support.

Yours sincerely,

E.D. Anderson
Director of Education
and
Secretary of the Board

EDA:cls

pc Doug Reycraft, M.P.P.

100 Main Street West
Hamilton, Ontario
1990 01 09

To the Chairman and Members
Operations and Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

RE: THE RESOLUTION OF THE MIDDLESEX COUNTY BOARD OF EDUCATION TO PETITION THE MINISTER TO PROVIDE FUNDING FOR THE SUPERVISION OF HOME SCHOOLING STUDENTS

Initially, it is important to differentiate between Home Instruction (Medical) and Home Schooling (Parental Request).

Home Instruction (Medical)

This is a situation where itinerant teaching service is provided to a student in their home setting because of extended absence due to a verified medical problem.

Details about this process can be found in Operating Procedure SP-12, pages 1 and 2 (attached)

While receiving home instruction from an itinerant teacher, the pupil is marked present as if s/he were attending school and the Board would receive grants for the student on Home Instruction.

Home Schooling (Parental Request)

Home Schooling is a relatively new phenomena in Ontario. Under the Education Act, 1988, Section 20 (2) (a) "A child is excused from attendance at school if s/he is receiving satisfactory instruction at home or elsewhere". In effect, the parent is setting up their own "one room school house".

Details about this process can be found in Operating Procedure Sp-12, pages 3 and 4 (attached).

If parents are providing home schooling, pupils are not to be included on the School Registers. Therefore, in spite of the fact that Board personnel monitor this process, no grants are received for students on a Home Schooling program.

Home schooling (Parental Request): The Process

During the school year 1988/89, 15 of our elementary school students were receiving home schooling.

AREA	*MALES*	*FEMALES*
1	3	4
2	2	1
3	0	1
4	0	2
5	0	2

The guidelines for parental request to initiate home schooling have functioned well in the past. This Board has taken a positive approach and when such requests are made known to the school principal, immediate contact is first made through the Adjustment Consultant (Special Services), who informs the parents of such program requirements as timetabling, lists of texts, examination of subject progress, etc. The approach is basically to explore other alternatives to home instruction, where this may be possible. Also, it is an approach to determine how "entrenched" parents are towards this direction, and to allow an opportunity for parents to realize that there are some major ongoing responsibilities both in the home and with school personnel involved.

The consultant further opens the door for future visitations by the Superintendent of Schools who will monitor this alternative program as parent(s) initiate home schooling.

One of the major goals in the process is to obtain cooperation and consent from the parents to allow school personnel to continue to provide assistance and direction wherever possible, and also for some future evaluation of the student's progress.

In our limited experience, if we approach each case in a positive and cooperative manner, we find that parents will eventually return their child to formal schooling. It is rare in Hamilton that any one parent would continue home instruction for longer than a period of one school year. However, there have been some exceptions.

Superintendents have, in their monitoring, used other school personnel as well in evaluating home instruction programs. Various consultants from the Area Resource Team are available to assist in this request.

In summary, we have had good results in working closely with parents. Again, with an approach towards cooperation, we have been able to resolve home schooling difficulties, and, currently, our guidelines appear to be quite appropriate to meet this legislated program.

However, due to the extensive monitoring that accompanies this process and the provision of educational materials without grant assistance, our Administration tends to support the resolution of the Middlesex County Board of Education to petition the Minister to provide funding for the supervision of home schooling students.

Prepared and submitted by: P. S. Beveridge
Superintendent of Curriculum and
Special & Educational Services

Approved by: K. A. Rielly
Director and Secretary of the Board

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON | January 1990 | SP- 12

Operating Procedure

TOPIC:

a) Home Instruction (Medical)
b) Home schooling (Parental request)

HOME INSTRUCTION (MEDICAL)

AUTHORITY

Ontario Regulation 262, as revised by Ontario Regulation 617/81 (Section 12 (6), Duties of a Principal:

A principal, subject to the approval of the appropriate supervisory officer, may arrange for home instruction to be provided for a pupil where:

(a) medical evidence that the pupil cannot attend school is provided to the principal, and

(b) the principal is satisfied that home instruction is required.

PROCEDURES

1. The principal determines that a pupil's illness is likely to be of such a duration that itinerant teaching will be required -

   - 4 weeks **elementary** schools
   - 2 weeks **semestered secondary** schools

2. The principal completes required data on Section 1 of Form 227/R77 thus initiating the request.

3. The principal will send Form 227/R77 to: The Associate Medical Officer of Health
   Department of Health Services
   25 Main Street West, P.O. Box 897
   Hamilton, Ontario L8N 3P6

4. The Associate Medical Officer of health, upon endorsing the application, telephones the personnel as indicated on the form and forwards it to the office as indicated, depending on whether the pupil is in elementary, vocational or secondary-composite.

   In the case of a composite secondary pupil, it is imperative that HBE2421 be completed by the school and forwarded to the Special Education Department so that an appropriate teacher can be assigned relative to the course requirements.

ADDITIONAL INFORMATION

1. **Attendance Record**
   (a) The secondary school will retain the pupil on the class register, marking the pupil present for the period involved. The comment "home instruction" is to be entered under 'explanatory notes'.

   (b) The elementary school will retain the pupil on the class register, marking the pupil present for the period involved. The comment "home instruction" is to be entered under 'explanatory notes'. The pertinent profile sheets, etc., should be forwarded to Allenby School upon notification as per step 5.

2. **Composite Secondary School Forms**
   (a) The referral form, with all required information completed, should be forwarded to the Co-ordinator of Special Education as soon as the referral procedures have been initiated.

   (b) The subject outline sheets are to be completed by the pupil's teachers and retained in the secondary school until collected by the itinerant teacher or until requested to be sent to his/her home.

3. **Elementary/Vocational School Forms**
   The referral form (227/R77), with all required information completed, should be forwarded to the principal of Allenby School as soon as the referral procedures have been initiated.

4, **Return to School**
   When the pupil returns to school, s/he should present to the principal a certificate of fitness, signed by the attending physician, including any statement with regard to limitation of activities. In questionable cases, it is expected that personnel who are responsible for the supervision of the program will review with medical practitioners the continuation of the service.

ATTACHMENT

- Form 227/R77
- Subject Outline Sheet

HOME SCHOOLING (PARENTAL REQUEST)

AUTHORITY

Education Act, 1988, Section 20 (a)
"A child is excused from attendance at school if he is receiving satisfactory instruction at home or elsewhere".

Ministry Memorandum from K. Johnson, Provincial School Attendance Officer, re: Education Act, 1974 (June 1981), attached.

PROCEDURES

1. Principal and/or parent(s) reports intention to instruct the student at home to adjustment consultant.

2. The adjustment consultant makes a home visit to review parent(s) responsibility regarding appropriate instruction:
   - timetable required (day, week, month)
   - hours of instruction indicated
   - written plan to be made available
   - lists of appropriate texts
   - list of learning material
   - inspection of room where most instruction is to take place
   - availability of samples of work, note books, other written work, etc.

3. Adjustment consultant sends a written report to the Superintendent of Schools to indicate results of the home visit and that the parental responsibility for home schooling has been reviewed with parents.

4. The Superintendent of Schools discusses the parental request for home schooling with the Associate Director.

5. The Superintendent of Schools arranges a home visit to:
   - review expectations and parental responsibilities
   - arrange periodic evaluation (at least three times a year)
   - arrange standardized achievement tests in language and mathematics and any other testing that may be required.

6. Where parents are not meeting requirements for home schooling, individual assessment by the Provincial Attendance Counsellor may be requested in order to make a final determination regarding "satisfactory instruction".

7. If instruction is considered unsatisfactory, court action could be taken through Adjustment Services/Board lawyer (Section 29 (1)). In the case of court action, it should be noted:
   "The education authorities must conclusively prove their case through the introduction of substantial detail and expert testimony, if necessary."
   Hon. Judge D. Kent, Ontario Provincial Court (Family Division)

   It is expected that Superintendent of Schools will maintain careful documentation relative to all communications with parents and specific components related to program.

8. The Superintendent of Schools shall report to the Associate Director any students on home schooling for purposes of completing the September report.

EVALUATION OF AN EFFECTIVE PROGRAM

In reviewing home schooling, the Superintendent of Schools should consider the following:

1. Is the program being offered at home comparable to that which the student would receive if s/he attended the local school?
2. Is there a planned sequenced organization that guides the student's activities each day?
3. Is the student making progress in learning? Is there testing going on to measure that progress?
4. Is there congruence between the program and the Ministry/Hamilton curriculum?
5. Are the parents dedicated enough to offer the time necessary to assist the student's learning and plan an appropriate program?
6. Does the student have a designated work area?
7. Does the student have the appropriate text books and reference materials for his/her learning?
8. Do the parents have copies of appropriate Ministry guidelines and do they use these to help plan the student's studies?

EXCEPTIONAL STUDENTS

Home schooling initiated by parents of exceptional students should follow the procedures and evaluation outlined above.

Students who have been deemed exceptional while in school and are withdrawn for home schooling lose their exceptional status

However, educational needs that would be provided for in the appropriate special class must be considered when evaluating the home school program.

Education Centre,
100 Main Street West,
Hamilton, Ontario
1990 01 09

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present the following recommendations for your approval:

(a) That the Grade 10 Introductory Computer Course:

(i) be offered at the general and advanced levels (DIC2G/2A) in our secondary schools for one more year and be discontinued in June, 1991 instead of June, 1990 as formerly requested (Operations Management Committee, November, 1987).

(ii) be offered at the basic level (DIC2B) at vocational secondary schools until such time as the Ministry of Education discontinues this course.

(iii) be offered at the general or basic level to adults-only classes.

(b) That the following trip requests be approved:

(i) A.C.E.S., Grades 7-8, Outdoor Education, Ellicotville, New York, 1990 01 19 (Friday)

(ii) C. B. Stirling, Grade 8, Quebec City, Quebec, 1990 06 06-09 (Thursday to Saturday)

(iii) Barton, Grades 9-OAC, Glenwood, New York, 1990 01 29 (Monday)

(iv) Delta, Grades 9-OAC, Kissing Bridge, New York, 1990 01 31 (Wednesday)

(v) Hill Park, Grades 9-OAC, Talisman Mountain Resort, 1990 03 01 (Thursday)

(vi) Scott Park, Basketball Tournament, Belle River, 1990 01 26-28 (Friday to Sunday)

(vii) Scott Park, Grades 9-OAC, London-Paris, 1990 03 08-17 (Thursday to Saturday)

(viii) Sherwood, Grades 9-OAC, Moonstone Ski Resort, 1990 02 09 (Friday)

(ix) Sherwood, Grades 12, OAC, Adult, London, England, 1990 03 07-16 (Wednesday to Friday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary.

rvr

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A35

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1990 02 06

Confirmation of the minutes of the last regular meeting of 1990 01 09.

G E N E R A L

BUSINESS ARISING OUT OF THE MINUTES:

1. Response from the Officials Re Local 1005's Presentation on Asbestos - Pages 1 to 5
2. Asbestos in our Buildings: Update
3. Update - Drug Education Inservice - Pages 6 to 12

** 4. Sale of Board Site, Kirkendall South Neighbourhood (Spruceside/Mapleside) - Page 12A

NEW BUSINESS:

1. Membership Fees:
   - Canadian Education Association (39,876 X 7.7 cents) - $ 3,070.45
   - Ontario Educational Research Council - $ 725.00 - Pages 13 and 14
   - Ontario Public School Boards' Association - $61,274.00 (please note attached separate package) - Pages 15 and 16
   - Association francaise des Conseils scolaires de l'Ontario (411 X $3.65) - $ 1,500.15
2. Capital Projects - Debentures - Pages 17 and 18
3. Select Committee on Education Report on Education Finance (requested by Trustee Deans at 1990 01 18 Board)
4. Report of the Special Education Advisory Committee - Pages 19 and 20

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - Pages 21 to 23

** In addition to Agenda distributed

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GOVERNMENT DOCUMENTS

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Education Centre
100 Main Street West
Hamilton, Ontario
L8N 3L1

February 6, 1990

To the Chairman and Members
Operations Management Committee
Education Centre
Hamilton, Ontario

Ladies and Gentlemen:

Re: Response to the Brief
"Asbestos in the Schools of Hamilton"
presented by Local 1005 of the United Steelworkers of America

Asbestos in our schools has become a matter of serious concern to the Board. We are pleased that Local 1005 shares our concern for the health and safety of our employees, students and members of the community who use our facilities.

The Board's asbestos control program takes an approach which minimizes health and safety risks. Where it is apparent that friable asbestos-containing material is deteriorating and could enter the occupancy zone, it is being quickly repaired or designated for removal. Where the asbestos is in good condition, it is being carefully monitored.

In general, the school system's asbestos control program requires, on a very large scale, three key resources--personnel, time and finances. The Board's asbestos program requires many skilled personnel. The Royal Commission Report has stated that crash removal programs "invariably mean that inexperienced contractors and personnel will enter the field. A number of asbestos control projects in (North American) schools were conducted in a manner which, according to evidence before us, may have a significant risk for workers involved"(page 588).
The Board is concerned about safeguarding the health of everybody in our buildings, including asbestos workers. The best time to carry out asbestos removal is during times when the buildings are not occupied. We must also take into consideration the fact that the Board's asbestos control program involves very heavy financial demands on Hamilton's rate payers. In 1989, approximately $2 million was spent. Much more will be spent in 1990. It is important that the best work possible be carried out through wise use of this large expenditure.

The United Steelworker's Local 1005 brief sets forth a number of issues:

1. Co-operative Approach,
2. History/Expenditures,
3. Legal Concerns,
4. Access to Information,
5. Department of Public Health,
6. Zero Exposure/Limited Finances,
7. Public Inquiry/Information.

Copies of the Local 1005 brief were given out in advance to the members of the Board's Asbestos Control Committee and,at a recent meeting, they were asked for their response. Our employee groups generally endorse the brief.

1. Co-operative Approach

We understand the significance of developing a co-operative approach in resolving the asbestos problem. Several asbestos program initiatives involve a co-operative approach:

Asbestos Control Committee -- The Committee includes representation from six employee groups*, as well as the Health & Safety Supervisor, the Superintendent of Plant, the Superintendent of Human Resources, and three members of the Asbestos Response Team. The Asbestos Control Committee reports to the Joint Health and Safety Committee. It is also able to provide advice to management. In consultation with all employee groups, we intend to review the present role of the Board's Health & Safety Committees.

The Asbestos Control Committee has met several times since November, 1989. It met last on January 29. Present initiatives include working together to develop recommendations for improved communications regarding asbestos; the role of the worker representative; and the sharing of available information including the Board's present short and long-term plans, and inventories prepared by Board consultants.

Worker Representative -- The Asbestos Control Committee includes a worker representative chosen by the employee groups. The role of this worker representative has not yet been finalized but, at present, that person, in conjunction with the Asbestos Response Team, is participating in joint inspections and monitoring of asbestos. The Asbestos Response Team will continue to share asbestos abatement information daily with the worker representative and provide a summary of the same information to the Asbestos Control Committee.

* *-Association des enseignantes et des enseignants franco-ontariens (A.E.F.O)*
-Canadian Union of Public Employees (C.U.P.E.)
-Federation of Women Teachers' Association of Ontario (F.W.T.A.O.)
-Office and Professional Employees International Union (O.P.E.I.U.)
-Ontario Public School Teachers' Federation (O.P.S.T.F.)
-Ontario Secondary School Teachers' Federation (O.S.S.T.F)

Asbestos Response Team -- The Asbestos Response Team has recently been established and reports to the Asbestos Senior Management Steering Committee. Its objectives are to provide effective overall management of asbestos repair and removal as described in the management plan; to improve response time whenever and wherever asbestos-related concerns arise; and to co-ordinate the work of the Board's consultants, contractors and employees involved in asbestos repair and removal.

Training of Asbestos Response Repair Staff -- Asbestos repair staff selected from our caretaking staff will be available for training in February and, after suitable training under the supervision of a foreman, will do minor repair and removal jobs. It is our intention to seek input from the Asbestos Control Committee regarding training plans. Local 1005's kind offer to provide training assistance will be considered.

2. History of Asbestos Work in Schools/Expenditures

Between 1979 and 1983, the Ministry of Education, recognizing asbestos as hazardous material, made grant money available for the first time. A total of $26 million was provided for Ontario's 170 school boards. This Board incurred costs of $663,000 and undertook a program of asbestos repair and encapsulation which was considered to be appropriate at that time. Work was carried out at several sites as set out below:

Year Ended December 31, 1980

Elementary	Cost
Elizabeth Bagshaw	$ 8,840
Sherwood Heights	12,065
Westview	1,850
Various Elementary facilities	10,658
	$ 33,413

Secondary	
Barton	2,105
Delta	19,663
Scott Park	288,662
Sir John A. Macdonald	32,197
Sir Winston Churchill	45,443
Southmount	10,880
Westmount	8,297
Ainslie Wood	21,619
Various Secondary facilities	22,494
	$451,360

Total: $484,773

Year Ended December 31, 1981

Elementary	Cost
Cardinal Heights	$ 20,400
Dalewood	33,300
	$ 53,700
Secondary	
Barton	2,209
Sherwood	66,052
Sir Allan MacNab	3,519
Sir John A. Macdonald	9,732
Southmount	9,878
Westdale	1,803
Ainslie Wood	31,016
	$124,209
Total:	$177,909

During the 1983-88 period, minor asbestos repairs were made wherever identified as part of the general school maintenance program.

3. Legal Concerns

The 1005 brief raises several issues with legal implications for the Board. These have been taken under advisement.

4. Access to Information

Asbestos Awareness Training has been provided for more than 4,000 employees to provide them with information and to equip them to recognize and report any problems that arise. Information meetings with students and community Home & School groups have taken place. At the present time, reference material is available to the entire community through the Dr. Harry Paikin Library. An asbestos information hotline is also in operation.

Copies of all preliminary inventories prepared by C.U.P.E. members last summer have been made available. In addition, completed consultant asbestos inventory reports are being distributed to the school buildings. Copies of each report are being given to all employee groups. These inventory reports will be the basis for developing our future short and long-term plans for asbestos work in our schools. Our present short and long-term plans for repair and removal have been provided to our employee groups and the Ministry of Labour. We continue to make every reasonable effort to comply with information requests.

5. Department of Public Health

The Hamilton-Wentworth Regional Health Unit has been kept informed by this Board. We understand that the Health Unit has also received information from the Ministry of Labour.

6. Zero Exposure/Limited Finances

A zero exposure level suggests the elimination of all asbestos from Hamilton school buildings. Although there is contradiction on the matter, there is significant medical opinion that removal of asbestos which is in good condition may create an unnecessary risk. It is the present plan of the Board to remove asbestos which is friable. All remaining asbestos will be carefully maintained and monitored on a regular basis.

7. Public Inquiry/Information

We are making every effort to keep everybody informed -- employees, students and members of the community. During the past year, the Board has held numerous public meetings during which asbestos information was provided, the situation was discussed in detail and plans were adopted. At these public meetings, capital expenditure forecasts for the 1989-95 period were also approved. Copies of all the minutes of those meetings are available to everyone, both through the Board's Dr. Harry Paikin Library and the Hamilton Public Library. We intend to continue working through the Health & Safety Committees to improve our communications. We feel the emphasis should not be to dwell on the past but rather to put our energies into keeping people informed today and into the future.

CONCLUSION

A large amount of asbestos-control work is now being accomplished each day. We shall continue to develop and refine our short and long-term plans for asbestos control, using the consultants' detailed inventory reports and input from employee and other groups including Local 1005. In the spirit of full co-operation, we will continue to carry out asbestos-control work throughout the school system in order to ensure the safety of everyone using our buildings.

Recommendation:

That this response to the Local 1005 Brief regarding "Asbestos in Hamilton Schools" be received for information.

Prepared by: Asbestos Response Steering Committee
Submitted by: A. L. Stockwell, Associate Director of Education
Approved by: K. A. Rielly, Director of Education and Secretary of the Board

100 Main Street West
Hamilton, Ontario
1990 02 06

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Drug Education In-service Update

Background

As a result of Mr. Ken Black's Task Force on the use of Illegal Drugs in Ontario, the Ministry of Education developed initiatives concerning Drug Education for Teachers. Provincial implementation seminars were held in March and September of 1989 which spelled out several conditions that had to be met in order to qualify for financial assistance for teacher in-service training in drug education. These conditions along with a copy of the initial draft of our Plan were shared with the Development Committee in early October 1989 and the Board supported a grant application for the funding of a drug in-service program for teachers.

The purpose of this report is to provide an update of events that have occurred in the interim.

Initiative Update

Copies of our English and French language plans relative to teacher in-service training in drug education were submitted to the Ministry on November 28, 1989 The outcomes to be achieved through this initiative are as follows:

1) To provide the Hamilton Board, the Hamilton-Wentworth Roman Catholic Separate Board and the Wentworth County Board with a *knowledgeable resource person* to work in consultation with the Tri-Board Steering Committee to design, develop and implement the desired outcomes of *increased teacher awareness* and *knowledge* regarding substance abuse.

2) To promote increased awareness of all staff regarding substance abuse and of the program that is being developed by the Board.

3) To increase expertise among all staff members regarding substance abuse issues.

4) To provide training for a Substance Abuse Response Team in each Middle and Secondary school.

5) To implement in each school Drug Education Guidelines in concert with the Board's Substance Abuse Policy.

6) To increase awareness relative to performance enhancing drugs.

7) To provide an evaluation of the total drug education in-service program.

Tasks

1) Tasks of the Hamilton Board Personnel
Bob Chapman, Co-ordinator of Physical and Health Education, and Bryan Schofield, Co-ordinator of Adjustment Services, conjointly will be supervising this project for our Board. Steve Barrs, Values Education Consultant, and John Paterson of the Finance Department will be available for appropriate consultation. In April, representatives from the aforementioned personnel will be attending a conference in Toronto sponsored by the Drug Education Co-ordinating Council entitled "Prevention Through Teamwork".

2) Tasks of Tri-Board/Community Steering Committee
Representatives from the Addiction Research Foundation, the Hamilton-Wentworth Roman Catholic Separate School Board, and the Wentworth County Board of Education will address the following:

a) a review of the role description for the Co-ordinator of Drug Education who will provide this tri-board project with direction communicated from the steering committee
b) the hiring of the Co-ordinator of Drug Education
c) establishing the requisite financial procedures
d) determining whether we can take advantage of a further grant program entitled "The Communities United Against Drugs".

3) Tasks of the Drug Education Co-ordinator
The tasks of the "Drug Education Co-ordinator" are summarized as follows:
a) developing a Drug Awareness Brochure For School Personnel
b) developing and implementing a training program for teaching staff
c) developing and producing a comprehensive Resource Guide For Facilitators And Coaches
d) developing a resource package for teachers
e) conducting in-service for staff
f) developing a substance abuse response team in each Middle and Secondary School
g) raising awareness in regard to curriculum, early intervention, healthy alternative lifestyles, discipline code etc.
h) increasing knowledge about performance enhancing drugs
i) developing an evaluation of the total process
j) developing a progress report as part of the Ministry of Education grant requirement
k) sharing our results and recommendations with other Boards especially those in northern Ontario

Financial Implications

Please see Appendices 1A and 1B for financial information pertinent to the English Language plan. The plan was accepted by the Ministry and a positive response was received on January 9, 1990 (see Appendix 2). In total the Hamilton Board received an amount of $46,745. Three thousand dollars of this total is to be allocated to French as a First Language Teachers. The balance of $43,745 is for "English Language Teachers". It should be noted that the Wentworth County Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board also were successful in obtaining drug education in-service grants.

In Summary

Our system and our community are very concerned about substance abuse and the educational system and agencies concerned feel part of the solution may well be drug education in the classroom as part of a healthy living curriculum. Staff training is, of course, essential and we believe through the co-operation of many in the Hamilton-Wentworth region, perhaps we can mount a prevention campaign that will impact on our community and reduce the degree of substance abuse as it currently exists.

It is recommended that:

> This report be received for update information.

Prepared and Submitted by:
Peter S. Beveridge
Superintendent of Curriculum and Special & Educational Services

Paul E. Shewfelt
Superintendent of Finance and Treasurer

Approved by:
K. A. Rielly
Director and Secretary of the Board

Appendix 1A

FINANCIAL IMPLICATIONS
HAMILTON BOARD OF EDUCATION
MINISTRY OF EDUCATION

SUBSTANCE ABUSE INITIATIVE
March 1, 1990 to February 29, 1992

	YEAR 1 March 1, 1990 to Feb. 28, 1991	YEAR 2 March 1, 1991 to Feb. 28, 1992
Drug Education Co-ordinator (March 1, 1990 to June 30, 1991)	$16,000*	$5,000*
Secretarial for Co-ordinator (Half-time position)	$1,500*	$1,500*
Brochure Preparation	$3,000*	
Facilitator/Coach Resource Preparation Manual	$4,000*	
In-Service Program for Facilitator/Coach	$15,245	
Printing of Teacher Manual	$4,000	
	$43,745	
General School In-Service Sessions (Facilitator/Coach Led In-Service Sessions)		$13,500
Substance Abuse Response Team Training		$4,000
Performance Enhancing Drug Symposium		$359
Evaluation		$2,000*
School Profile & Program Development Manual		$3,000
		$29,359

*Hamilton Board of Education's share of costs with Hamilton-Wentworth Roman Catholic Separate School Board and Wentworth County Board of Education (see Appendix 1B)

Appendix 1B

FINANCIAL IMPLICATIONS
SHARED COSTS ITEMS
HAMILTON-WENTWORTH TRI-BOARD
SUBSTANCE ABUSE INITIATIVE

November 30, 1989

YEAR ONE

	HAMILTON BD. OF ED.	*HAM-WENT SEPARATE*	*WENTWORTH COUNTY*	*TOTAL*
Drug Education Co-ordinator (March 1, 1990 to Feb. 28, 1991) Includes Half-time clerical	$17,500	$14,500	$12,500	$44,500
Brochure Preparation	$3,000	$3,000	$2,000	$8,000
Facilitator/ Coach Manual	$4,000	$4,000	$4,000	$12,000

YEAR TWO

Drug Education Co-ordinator (March 1, 1991 to June 30, 1991) Includes Half-time Clerical	$6,500	$5,500	$4,500	$16,500
Evaluation	$2,000	$2,000	$2,000	$6,000

Appendix 2

Ontario

Ministry
of
Education

Ministère
de
l'Éducation

(416) 965-3483 13th Floor
Mowat Block
Queen's Park
Toronto, Ontario
M7A 1L2

étage
Édifice Mowat
Queen's Park
Toronto (Ontario)
M7A 1L2

JAN 0 8 1990

December 29, 1989

Mr. K.A. Rielly
Director of Education
Board of Education for the City of Hamilton
Box 2558
Hamilton, Ontario
L8N 3L1

Dear Mr. Reilly,

I am pleased to inform you that the Board of Education for the City of Hamilton two-year teacher in-service training plans in drug education have been approved for funding. The amount of $46,745.00 is intended to offset school board costs in the first year of implementation. This amount is based upon September 1988 school report information and considers any additional minority language funds that the school board may be entitled to receive in accordance with the document "Provision of Financial Assistance to School Boards for Teacher In-Service Training in Drug Education." For your board, this additional funding represents $3,000.00 which is the minimum amount to be allocated to the first year of a program for your minority language teachers.

Funding for the second year of the program will be available to the school board after April 1, 1990. Release of these funds, will require the recommendation of the respective Ministry of Education regional office. This recommendation will be based upon the school board progress report described in the above mentioned document and regional office monitoring of first year activities.

...2/

A cheque in the amount of $46,745.00 will be forwarded to you shortly.

Yours sincerely,

for Julie A. Lindhout
Director
Centre for Teacher Education

Education Centre
100 Main St. West
Hamilton, Ontario
1990 02 06

To the Chairman and Members
Operations Management Committee
Board of Education
Hamilton, Ontario
L8N 3L1

Ladies and Gentlemen:

RE: Sale of Board Site
Kirkendall South Neighbourhood
(Spruceside/Mapleside)
Lot 17, Con. 3
City of Hamilton

At the December 1989 meetings of the Operations Management Committee and the Board, the following recommendation was approved:

> That the offer of $760,000 from the Corporation of the City of Hamilton for the purchase of the 0.57 acre parcel of land in Lot 17, Concession 3 (Barton) be accepted, and that the purchaser also pay any costs including legal and surveying costs of this sale. The funds realized from the sale are to be placed in Capital Reserves.

On December 20, 1989, we notified the Property Department of City Hall that we accepted their Option to Purchase. On January 30, 1990, City Council, after considering the Option to Purchase, approved the following resolution:

> That the City formally request the Board of Education for the City of Hamilton to delay the disposal of their property at 12 Spruceside and 13 Mapleside Avenue for a period of two (2) years and continue to lease the land to the City for a nominal sum for parks purposes.

We are recommending the following action be taken in this matter:

1. That we notify the City that it is still our intention to sell this site and that we are prepared to extend the closing date of acceptance of the option from February 6, 1990 to March 20, 1990 to enable the City to reconsider its position.

2. If the City decides not to purchase the site, that we offer the site to the next priority agent according to Ministry of Education regulations.

Prepared by: Doug Kelterborn, Manager, Property and Insurance

Submitted by: Paul Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith Rielly, Director of Education and Secretary

DEC 1 1 1989

ONTARIO EDUCATIONAL RESEARCH COUNCIL
CONSEIL ONTARIEN DE RECHERCHES PÉDAGOGIQUES

DEC 0 4 1989

December 1, 1989

MEMORANDUM TO DIRECTORS OF EDUCATION/SECRETARIES OF SCHOOL BOARDS

I note with pleasure that your Board has been a **SUSTAINING MEMBER** of the Ontario Educational Research Council/Conseil ontarien de recherches pédagogiques. The Executive and Board of Directors thank you most sincerely for your past support and trust that your Board will once again wish to renew its **SUSTAINING MEMBERSHIP FOR 1990.** It is the support which member boards give our Council that enables us to carry on our activities.

Our activities, briefly, include:

- an annual conference, each December;
- a quarterly newsletter, containing abstracts of research studies, distributed to all Ontario schools free of charge: **Reporting Classroom Research/ compte rendu de recherches pédagogiques;**
- grants-in-aid-of-research, up to a maximum of $1,000;
- R.W.B. Jackson Award of Merit for Classroom Research;
- making available copies of research papers presented at our annual conference;
- and finally, our monograph series, now numbering three:
  "Math 4 Girls"
  "Aspects of/de l' Immersion"
  "Faites qu'ils ne décrochent pas! Give Them A Reason To Stay!".

We are hoping to publish our fourth monograph on **Co-operative Education** in 1990.

(See also the enclosed "Report of the President 1989" for more detailed explanation of our activities.)

The main purpose of OERC/CORP, which is now in its 32nd year, is to promote classroom research through grants-in-aid to individual teachers, and help them to become aware of the significance of research findings via the vehicles listed above. I hope you will agree that your Board, and in particular the teachers employed by your Board, has much to gain in renewing its **SUSTAINING MEMBERSHIP** in the Council. Enclosed for your convenience is a form for remitting the **SUSTAINING MEMBERSHIP FEE FOR 1990 TO THIS OFFICE.** The Executive is looking forward to hearing from you and would welcome any suggestions or questions.

Yours sincerely,

E Davies

(Mrs.) Else Davies
Administrative Assistant

979 Finley Avenue, Ajax, Ontario, Canada L1S 3V5 Telephone: 416-428-6622

ONTARIO EDUCATIONAL RESEARCH COUNCIL
CONSEIL ONTARIEN DE RECHERCHES PÉDAGOGIQUES

Our Board would like to enrol as a **SUSTAINING MEMBER** of **OERC/CORP** for the calendar year beginning **January 1990.**

Name of Board.....

Address.....

.....

Name of Chairperson.....

Name of Director of Education and/or Secretary.....

A cheque for.....**is enclosed.**

SUSTAINING MEMBERSHIP RATES:

1,000 or fewer pupils	$ 75
1,001-2,000	$125
2,001-4,000	$225
4,001-6,000	$325
6,001-8,000	$450
8,001-10,000	$550
10,001 and over	$725

PLEASE NOTE:

All full-time employees and trustees of any school board holding sustaining membership in OERC receive a $20.00 discount on the registration fee to our annual conference, held each year in early December in Toronto.

979 Finley Avenue, Ajax, Ontario, Canada L1S 3V5 Telephone: 416-428-6622

RUTH LAFARGA
President

PENNY MOSS
Executive Director

ONTARIO PUBLIC SCHOOL BOARDS' ASSOCIATION

TORONTO OFFICE:
439 UNIVERSITY AVENUE, 18th FLOOR, TORONTO, ONTARIO M5G 1Y8
TELEPHONE: (416) 340-2540 • FAX: (416) 340-7571

PRIORITY ACTION ITEM

TO: Board Chairperson
Director of Education

FROM: Ruth Lafarga, President
Penny Moss, Executive Director

RE: OPSBA Report to Membership
1990 Budget and Membership Fee

DATE: January 24, 1990

This mailing contains:

- your board's invoice for the OPSBA Membership fee
- your board's legal fund levy
- Report to Membership, in sufficient quantity for each trustee

This has been a full and successful first year for OPSBA. Its activities and operations are described in Report to Membership 1990. As well, the Report provides details of OPSBA's approved budget for 1990, and membership fee formula. It also includes a schedule of fees for all Member Boards.

A new inclusion is the Legal Fund Levy, established to ensure that the interests of public boards are protected in applications before the courts. This fund is described in the Report.

Since 1989 was the first year of use of the Fee Formula its effects over time were unknown. While the formula is applied in the same way to each Member Board, it produces a range of fees which vary considerably in their percentage increase or decrease over last year. This is because total board expenditure budgets can vary dramatically from one year to another. For example, substantial enrolment decreases or increases and the size of capital programs had a major effect on the budgets of some boards in 1989. The Board of Directors has established a financial planning process which will include a review of OPSBA's expenditure and revenue experience to date. It is important that we develop a stable revenue base and predictable fees for Member Boards.

- more -

Some boards approved payment of membership fees based on the recommendations of the Operations Committee. Please note that the attached invoice is the final fee and Legal Fund Levy payable. This was approved by the Board of Directors on January 13, 1990.

Please do not hesitate to call the Toronto office, if you require further information or have additional questions.

Thank you for helping to make our first full year as Ontario's voice of public education a success. We look forward to the future with optimism, and to working with you, the membership of OPSBA, as we grow even stronger.

R. Lafarga

Ruth Lafarga
President

Penny Moss

Penny Moss
Executive Director

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1990 02 06.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

RE: **CAPITAL PROJECTS TO BE DEBENTURED**

At the January 1990 meeting, the Board approved the appointment of architects for nine capital projects. Appendix A summarizes the estimated costs for these projects and the proposed method of financing as outlined in the Accommodation Report (June 1989).

Four projects are recommended to be financed by debentures.

R E C O M M E N D A T I O N:

THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

THAT THE Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

Prepared by: Greg Rutledge, Controller

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith A. Rielly, Director of Education and Secretary

NEW SCHOOLS & RENOVATIONS

PROJECT	ARCHITECT *	ESTIMATED ** COST	ESTIMATED ** GRANTS	METHOD OF FINANCING DEBENTURE	METHOD OF FINANCING CAPITAL RESERVES	METHOD OF FINANCING CAPITAL/CURRENT
Barnstown (Block 87) or Wellington Chase	Anthony Butler	4,972,000	2,522,000	2,450,000		
Gurnett Neighbourhood (Block 72)	Moeller & Hassell	5,600,000	C.E.F.	5,600,000		
James MacDonald	Moeller & Hassell	1,000,000	C.E.F.	1,000,000		
A.M. Cunningham	Haverty & Rankin	900,000	---	900,000		
Debenture Summary		**12,472,000**	**2,522,000**	**9,950,000**		
Peace Memorial	Anthony Butler	451,000	---		451,000	
Adelaide Hoodless	Haverty & Rankin	780,000	C.E.F.		780,000	
G.L. Armstrong	Svedas Koyanagi	341,000	---		341,000	
Centennial	Svedas Koyanagi	2,080,000	---		2,080,000	
Delta	Moeller & Hassell	1,500,000	---			1,500,000
		17,624,000	2,522,000	9,950,000	3,652,000	1,500,000

* Source: January 1990 OMC Report: Appointment of Architects
** Source: 1989 Accommodation Report (June 1989) and Capital Expenditure Forecast (C.E.F.): 1990 (December 1989 OMC)

REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE 1990 01 17

Present: J. Bishop (Chairman); Trustees Desmarais, Kennedy and Clarke, Mesdames Dalziel, Dennis, Trott and Warren; Messrs. Adamson and Foster, and Dr. Marshall.

Also Present:
A. Mutart (Hamilton Teachers Federation)
A. Kunc (Hamilton Principals Association)
B. Jazvac (Secondary School Principals Association)
D. Hutton, Special Education Consultant, Area 3
A. Scott, Area 3 Supervisor

Officials Present:
J. Yurkiw, Assistant Superintendent, Special & Educational Services
R. Adams, Co-ordinator of Special Education
R. Binns, Superintendent of Schools, Area 3

The Committee recommends:

GENERAL

1. That the following recommendations of the SEAC Agenda Sub-Committee be accepted:

   a) Someone to welcome people before meetings.
   b) Someone to thank presenters and send a thank you note.
   c) One trustee to give a Board update.
   d) Explain about the information cart, its contents and availability
   e) List all recipients of SEAC minutes.
   f) Organization Presentation:
      - Each organization once a year makes a five minute presentation about:
         - those served
         - define the special needs and educational implications
         - resources available to clients
         - major issues facing the organization
         - prevalence of special needs within the Hamilton Board
   g) When important issues are to be raised, get in touch with the Chairman before meeting.
   h) Agenda items - A single line of explanation of subject matter
   i) Have an informal meeting in a restaurant.
   j) On agenda, list all people who sit on the Special Education Advisory Committee
   k) The Vice Chairman to have pre-meeting discussion with speakers addressing Priority Agenda items concerning topic, time required and relevant material.
   l) Chairman is available for information. Items 1, 2 and 3 are to be reviewed at each December meeting.
   m) That a brochure be sent to each Member Organization to enable new members to obtain a better understanding of SEAC and its functions.

2. That the following motion regard accessibility for the disabled be approved:

   a) That improved accessibility for disabled children be a primary concern in any renovation or repair made by the Board, its staff or agents of the Board,
   b) That the concern for improved access be reflected in all pertinent Board manuals and Operations Procedures, and
   c) That SEAC receive a report in September, 1990, outlining the specific steps taken to ensure improved accessibility in ongoing renovation and repair.

3. That the Area 3 Special Education Update be received for information.

Respectfully submitted,
J. Bishop,
Chairman

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 02 06

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendations for your approval:

(a) That up to 105 students from the Hamilton Secondary Schools, Grades 9-OAC, be permitted to attend a city-wide trip to Quebec City, Quebec, 1990 05 17-20 (Thursday to Sunday).

(b) That 9 chaperones supervise the city-wide trip to Quebec City, 1990 05 17-20, and that each receive $120.00 for their expenses.

(c) That the following trip requests be approved:

(i) Adelaide Hoodless, Grades 6-8, Outdoor Education, Laurentian Lodge - Dorset, 1990 05 22-25 (Tuesday to Friday)

(ii) Bennetto, Grades 6-8, Quebec City, Quebec, 1990 05 22-25 (Tuesday to Friday)

(iii) C. B. Stirling, Grade 6, Outdoor Education, Camp Wanakita, 1990 05 27-30 (Sunday to Wednesday)

(iv) Gibson, Grade 6, Festival Theatre - Stratford, 1990 05 10 (Thursday)

(v) Lawfield, Grade 8, Quebec City, Quebec, 1990 05 06-09 (Sunday to Wednesday)

(vi) Memorial, Grades 6-8, Outdoor Education, Barrie, 1990 02 20 (Tuesday)

(vii) Queen Mary, Grades 6-8, Outdoor Education, Camp Wanakita, 1990 06 13-16 (Wednesday to Saturday)

(viii) R. A. Riddell, Grades 7-8, Quebec City, Quebec, 1990 05 22-25 (Tuesday to Friday)

(ix) Viscount Montgomery, Grade 8, Outdoor Education, Camp Kilcoo, 1990 05 29-06 02 (Tuesday to Saturday)

(x) Westview, Grade 8, Quebec City, Quebec, 1990 05 08-11 (Tuesday to Friday)

(xi) Westview, Grade 7, Outdoor Education, Laurentian Lodge - Dorset, 1990 06 12-15 (Tuesday to Friday)

(xii) Delta, Grades 9-OAC, Upper Canada College, Toronto, 1990 02 18-20 (Sunday to Tuesday)

(xiii) Sherwood, Westdale, Hill Park, Vincent Massey, Sr. T.R., Ottawa, 1990 05 14-16 (Monday to Wednesday)

(xiv) Sir Allan MacNab, Grades 9-OAC, Mount St. Louis, 1990 02 27 (Tuesday)

(xv) Sir Allan MacNab, Grades 9-OAC Music, Band Competition, Quebec City, Quebec, 1990 04 26-29 (Thursday to Sunday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

cv

ADDED RECOMMENDATIONS

ELEMENTARY/SECONDARY

(c) That the following trip requests be added to clause (b):

(xvi) George R. Allan, Grades 5-6, Fort McPherson, N.W.T., 1990 03 26-04 03, Monday to Tuesday)

(xvii) Lake Avenue, Grade 8, Quebec City, Quebec, 1990 04 24-27 (Tuesday to Friday)

(xviii) Delta, Grades 10-12, Mount St. Louis, 1990 02 28 (Wednesday)

(xix) Westdale, Sherwood, Vincent Massey, Hill Park, Sr. T.R., Outdoor Education, Valens Conservation Area, 1990 06 05-06 (Tuesday to Wednesday)

(xx) Westdale, Sherwood, Vincent Massey, Hill Park, Sr. T.R., Outdoor Education, Valens Conservation Area, 1990 06 07-08 (Thursday to Friday)

(d) That up to 125 students from middle schools in Areas 1, 2 and 3 attend Visual Arts Camp at Camp Kwasind, Utterson, 1990 05 27-31. ($150 per student)

CA4ONHBLW26
A35

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1990 03 06

URBAN MUNICIPAL
MAR 13 19
GOVERNMENT DOCUMENTS

Confirmation of the minutes of the 1990 02 06 meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Asbestos in our Buildings: Update
2. Line of Credit - Page 1
3. Report from Officials re Kinderpacks (Development, Feb. 1990) - Pages 2 to 7
4. Report from Officials re Lot Levies (Bill 20) - Pages 8 to 10

NEW BUSINESS:

1. Presentation from Parents of Holbrook Sam (Sir Allan MacNab) - Pages 11 to 14
2. Budget Review Committee meeting dates - Page 15
3. Sale of strip of land - Lot 7/8, Concession 8 (Eleanor Neighbourhood, Block 89) - Pages 16 to 18
4. Report from Officials re Goods & Services Tax - Pages 19 to 23
5. Approval of Sketch Plans for addition to A. M. Cunningham School - Pages 24 to 26
6. Approval of Sketch Plans for addition to Centennial School - Pages 27 to 30
7. Report of the Special Education Advisory Committee - Page 31
8. Interim Report - Committee re Policies for Food Consumption on School Property - Pages 32 to 37

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - Pages 38 and 38A

Education Centre,
100 Main Street West,
Hamilton, Ontario. L8N 3L1
1990 03 06.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

RE: **LINE OF CREDIT**

In May, 1989, the Board approved the following recommendation:

> **THAT THE Chairman of the Board and the Superintendent of Finance and Treasurer be authorized to establish a line of credit not to exceed $15,000,000, in accordance with Section 208 and Section 217 of the Education Act.**

Reports on our external borrowings would be disclosed through the Cash Flow Report. As in the past, we would continue to utilize our own funds before we borrow externally.

The Canadian Imperial Bank of Commerce has been our banker for many years and we have been satisfied with their service and co-operation. The Regional Municipality of Hamilton-Wentworth has issued a debenture on our behalf and we have benefited from their credit rating and expertise.

R E C O M M E N D A T I O N :

(a) That lines of credit be established with The Canadian Imperial Bank of Commerce and The Regional Municipality of Hamilton-Wentworth to temporarily finance the day to day operating/capital expenditures;

(b) That short term borrowings be acquired by competitive bids through chartered banks, municipalities, investment dealers and other related financial institutions;

(c) That promissory notes and banker's acceptances be issued as security by the Board and signed by two of the following:
Chairman or Vice Chairman
and
Superintendent of Finance and Treasurer or Controller

Prepared by: Greg Rutledge, Controller

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: K. A. Rielly, Director of Education and Secretary

1990 03 06

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Kinderpacks

The use of kinderpacks and other prefabricated buildings has been investigated by the Board on a number of occasions in the past. Most recently, in October of 1988, the Board decided to use traditional construction rather than modular relocatable units. The rationale for this applies whether the units are intended for kinderpacks, portapacs, or core schools. As pointed out in the 1988 report (reference attached Appendix A), we have serious concerns with respect to the maintenance costs, feasibility of site placement and relocation, dismantling and re-erection if required, and the general aesthetic appearance of the prefab units.

In conclusion, it is our opinion that the Board continue to use traditional construction and portable classrooms to provide for student accommodation.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

APPENDIX "A"

1988 10 06

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Core Schools

As a result of a notice of motion made on March 23, 1988, the Superintendent of Plant was requested to develop a report in regard to the administrations preparation of a general specifications guideline for the building of junior elementary schools which would address a core design and guideline for the provision of portapacks and individual portables.

Consequently, the Superintendent of Plant has investigated the feasibility of using demountable or re-locatable units to provide additional classroom space together with the core school concept as an alternative to permanent construction. In this regard several companies in the prefabricated building industry have been contacted with respect to the possibility of providing relocatable and/or demountable modular building classroom structures including Canadian Portable Structures, Page & Steel, Armteck Building Systems, Butler Manufacturing Co., Armco Canadian Building Systems, Niagara Relocatable Buildings Ltd. and Hamilton Modular Buildings Inc.

To date, the Hamilton Board has made use of standard portable classrooms as a means of providing additional classroom space when required at a specific school where it has been decided that a permanent addition to the existing school was not justified (either from a projected use and/or from a cost basis). The use of portables has proven to be a relatively fast, economical and flexible method of providing classroom space, not only in our system but also in many other jurisdictions throughout the Province. The current cost of portables together with ramps, steps, electrical hook-up and asphalt paths is approximately $25,000 per unit.

Since the early 1980's, some Boards including Peel and York whose populations are growing very fast and whose school site locations are spread over larger geographical areas than in Hamilton, have been making extensive use of temporary relocatable/demountable classrooms. These are incorporated into a new building or are attached to an existing building after provision of an inter-connecting link between the existing and new buildings. The use of this approach has eliminated the necessity of locating the classrooms remote from the building; however, the cost approximates the cost of traditional construction. Although this approach is meant to be demountable and relocatable, to date none of the units have been relocated and therefore, the cost of this is unknown. In addition, we

believe that the type of exterior finish used on the units, primarily metal cladding or stucco is very susceptible to damage; based on user experience, we understand that there have also been problems encountered with the interior design including ventilation, low level room and noise transmission. We have also inspected "relocatable" units by Eldale Structures Ltd. which are of masonry construction; however, we have reservations as to the ability to relocate these units. The supplier advised that to date, they have not undertaken a relocation. In our opinion, maintenance, relocation and re-erection would be difficult and expensive, as well aesthetically, this type of construction is not compatible with our existing buildings. Placement of the unit is also dependent on the specific site conditions and in some cases might not be practical or possible.

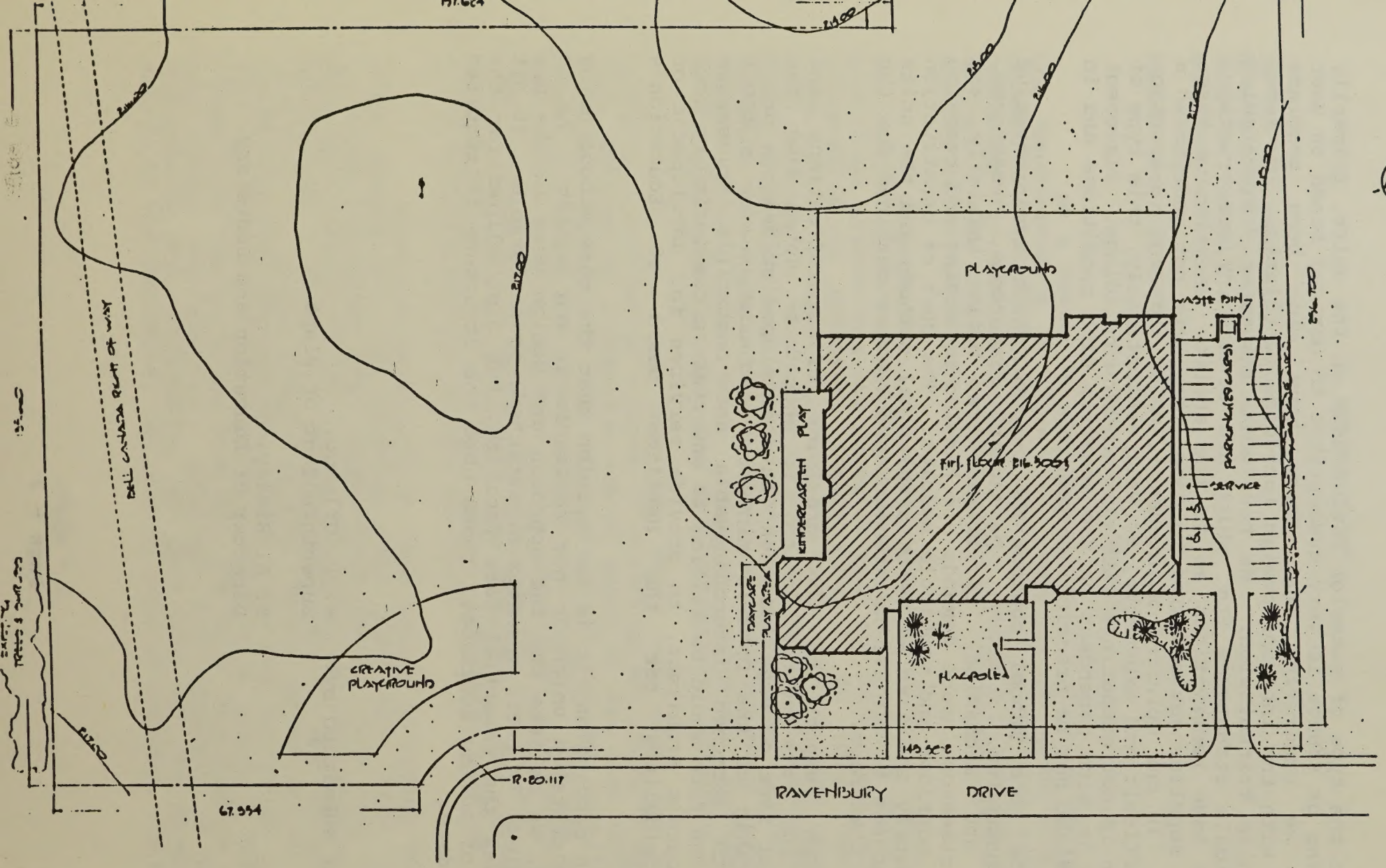
The core school concept is one in which administrative offices, gymnasium, library, permanent classrooms, washrooms, electrical and mechanical facilities are built initially and subsequent classroom space demands are handled by adding and removing classrooms, corridor and vestibule modules. The cost of construction is approximately the same as using traditional methods and the units would be subject to similar maintenance problems as outlined for the relocatable classroom.

With respect to the provision of specifications and guidelines for core school design, it should be noted that the Architectural firm of Page and Steel have developed guidelines under the sponsorship of the Ontario Ministry of Education for a "CORE SCHOOL" with attached interchangeable and compatible "classroom Modules". The firm would be willing to undertake a commission or work with the Board's Architect, to provide services for development of specific guidelines for the Hamilton Board of Education's requirements.

In conclusion, it is our opinion that the core school using modular, relocatable units is not advisable in our system. As an alternative, we believe the the approach and design used in the new school in Block 79 (ref. appendix A, attached) is preferable. It not only provides the essential core facility, but also allows for the capability of adding additional rooms onto the structure if required at a later date.

Respectfully submitted by: R. T. Orlando,
Superintendent of Plant.

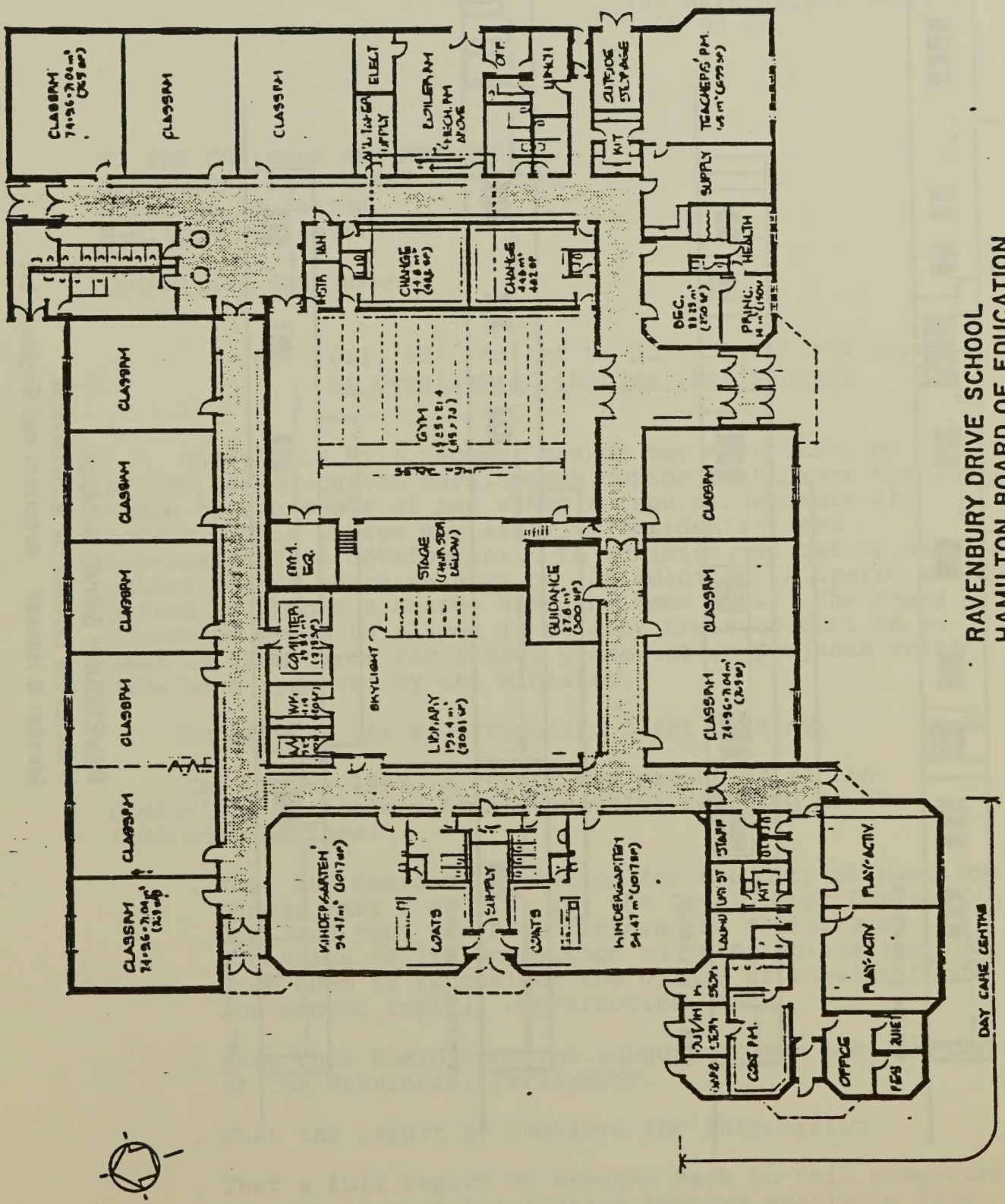
Approved by: K. A. Rielly,
Director of Education and Secretary.



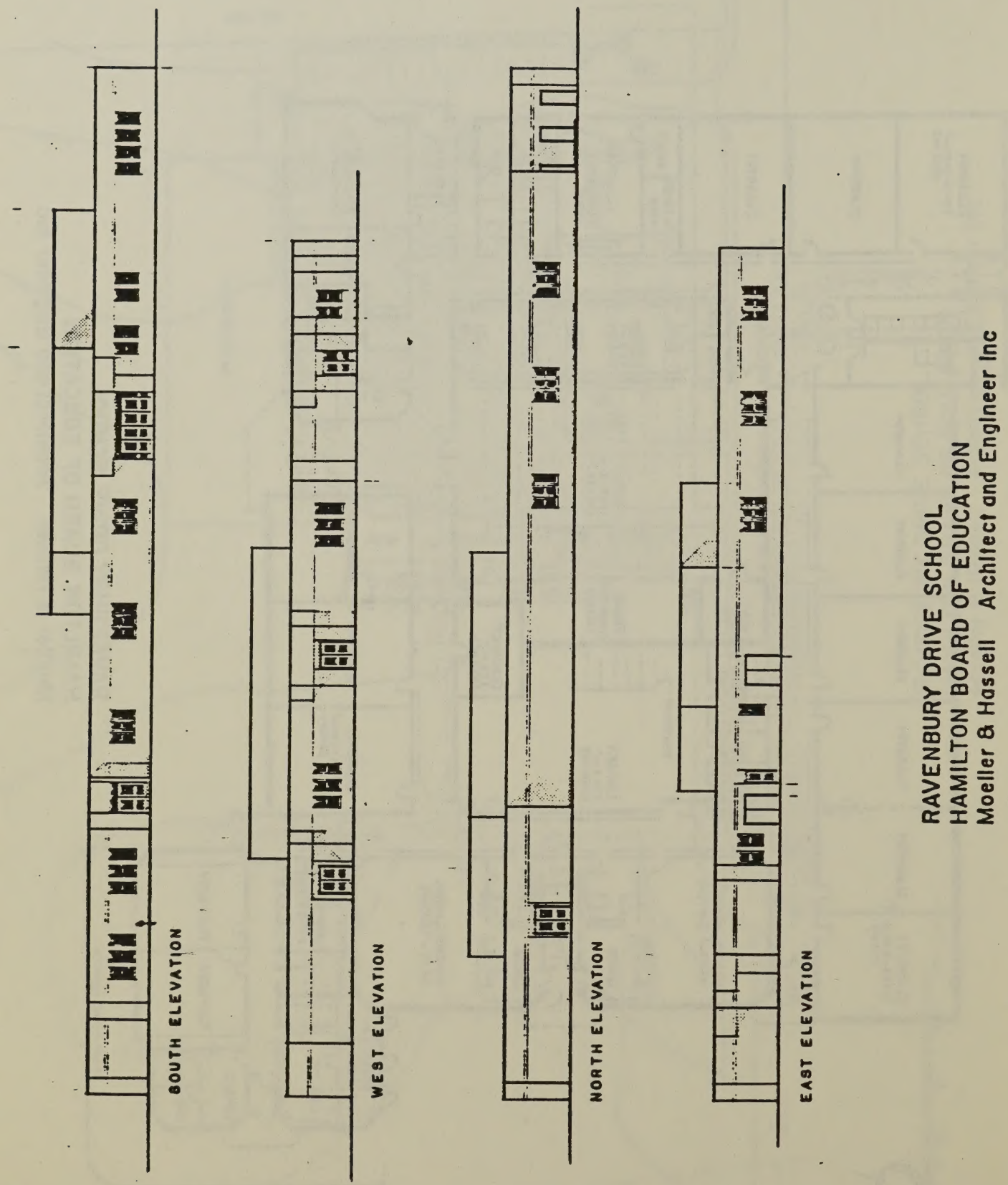
SCALE

RAVENBURY DRIVE SCHOOL
HAMILTON BOARD OF EDUCATION
Moeller & Hassell Architect and Engineer Inc

APPENDIX A



RAVENBURY DRIVE SCHOOL
HAMILTON BOARD OF EDUCATION
Moeller & Hassell Architect and Engineer Inc



RAVENBURY DRIVE SCHOOL
HAMILTON BOARD OF EDUCATION
Moeller & Hassell Architect and Engineer Inc

Education Centre,
100 Main Street West,
1990 03 06.

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Bill 20: An Act to Provide for the Payment of Development Charges (Lot Levies)

Under this Bill, school boards may establish, by by-law, an education development charge to finance the local share of the costs of new schools required because of growth. This charge may apply to residential and non-residential development. In addition, if two or more school boards share an area of jurisdiction, a by-law may be passed to impose a charge upon the same area. The money collected would be placed in a joint trust account to be used by the boards for school construction projects which have been approved by the Minister.

On May 17, the Bill received first reading.

On June 6, 1989, a report was presented to the Operations Management Committee which resulted in the following motions:

- That the Board of Education for the City of Hamilton oppose Part 3 of Bill 20, the Development Charges Act, and that the Board inform the Ministry of Education of its opposition to this legislation and urge them to reconsider the method of raising funds for school capital construction, and

- That this Board seek the support of the Local Members of the Provincial Parliament.

- That the report be received for information.

- That a full report be brought back to this committee as soon as more information becomes available from

the Ministry pertaining to the regulations as well as any changes that occur as Bill 20 goes through the second and third readings to Royal Assent.

On June 26, 1989, the Bill received second reading followed by third reading on November 22, 1989 and Royal Assent on November 23, 1989.

Throughout this period and the intervening months, we have experienced a series of activities which have caused us to reflect on the financial planning activities of our Board and the impact that may be experienced by our ratepayers. Our concerns relate to such issues as

- the cost of programmes initiated or recommended by the Ministry of Education
- the overall decline in the General Legislative Grants
- the pending impact of the Goods and Services Tax
- the future Capital Expenditure Programme and the long-term impact of debenture debt due to the depletion of our Capital Reserves
- the establishment of a line of credit
- the asbestos programme
- the introduction of the Health Levy
- the cost of implementing Pay Equity over the next three years
- the implementation of Pooling of Commercial and Industrial Assessment over the next six years
- the decline in the rate of provincial support for new school construction

As a result of these concerns, exploratory discussions have been held, at the administrative level, with representatives of the Wentworth County Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board. It would appear that there is sufficient interest to consider the formation of a tri-board group of officials to explore the implications of implementing Bill 20. If such a study is supported by each of the boards during the month of March, a joint report would be submitted to the respective Boards for consideration. Coincidentally, such an undertaking has been agreed to by the Halton Board of Education and the Halton Roman Catholic Separate School Board. It is also our understanding that lot levies are

receiving serious consideration in areas such as York, Dufferin and Peel.

RECOMMENDATION:

That the officials be authorized to develop recommendations for the implementation of the Development Charges Act in co-operation with the Officials of the Wentworth County Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board.

Prepared and Submitted by: P. Shewfelt, Superintendent of Finance and Treasurer

Approved by: K. A. Rielly, Director of Education and Secretary

PS.mb

BRIEF TO THE OPERATIONS MANAGEMENT COMMITTEE

FROM: Lorraine Hoult
Stewart Rankin
-representatives of the S.A.M. Parents' Committee

DATE: Tuesday March 6, 1990.

SUBJECT: Removal of all grades (JK-3) from the Holbrook-Sir Allan MacNab Complex slated for 1991.

We are the representatives of the families in the Fessendon Community or District 62. Our committee was formed due to the Board of Education's proposal to close the elementary school which is now housed in Sir Allan MacNab School and has been for the past 12 years.

We are a close community and feel that Holbrook-Sam is our community school. The history of our school has been one of continual compromise and recommendations of closure. When many of the homes were purchased in 1974-1978, we understood that a public school was to be built on the Sir Allan MacNab property. City council had approved these plans on June 10, 1969.

1977 saw overcapacity at Holbrook and a strong plea by the parents for the children's safety, resulting in a K-1 at S.A.M..

In 1978 the community banded together to form Chedoke Farms Build A School Committee K-8. More children, a growing community, safety, traffic volume, bussing, weather conditions, and crossing guards saw the real need for a neighborhood school. Furthermore in 1979 a proposal was made to the Board of Education for a Junior wing extension to the south side of S.A.M..

Neither the school or the junior wing was built due to declining enrollments in other public schools across the city and a building freeze by the Ministry. Unfortunately a young child had to be hit by a car before the parental concerns were considered valid and it was at this time the parents and trustees met with limited success when the Board of Education approved a JK-3 facility within the S.A.M. complex. At this time parents were concerned about the effect high school students would have on the children in the junior grades.

BRIEF TO THE OPERATIONS MANAGEMENT COMMITTEE
(CONTINUED)

The association between the two groups has been of great advantage to them both. The high school students learned to exhibit appropriate adult behavior around the young "ankle biters" and the elementary children have looked up to and learned from the big kids. (Today those first "ankle biters" are now back at S.A.M. in grade 12 and 13).

At the present our children are involved with the high school students on a daily basis through programs such as early childhood education, dental hygiene, home economics, shop, and day to day contact within the halls or to and from school. The parents of both the high school students and the elementary students are extremely pleased with this present arrangement and it has been used as a model for others.

After several years of what was considered a perfect arrangement by all, the 1983-1984 Accommodation Report stated "it is recommended that Holbrook-Sir Allan MacNab School be from JK to Grade 2 and that pupils from Holbrook-Sir Allan MacNab moving in Grade 3 attend either Holbrook or Seneca effective September 1984". A well attended public meeting on February 6, 1984 reinforced the effect of the proposed move and after a hard fight, Grade 3 continued at S.A.M..

Again in 1987 the Board of Education proposed the removal of the Grade 3's from Holbrook S.A.M. and again after a public meeting and a fight the Grade 3's continued at S.A.M..

Now in 1990 we are facing the complete closure of what we consider our COMMUNITY SCHOOL slated for September 1991.

On February 7, 1990 a meeting was held to inform the families of district 62 of the Parent Committee findings and to gather input regarding individual and group concerns. A list of 4 options had been thoroughly investigated by the group and presented to the families at the meeting.

BRIEF TO THE OPERATIONS MANAGEMENT COMMITTEE
(CONTINUED)

PARENTS' VIEW OF THE SCHOOL BOARD'S OPTIONS
Community School <----- Continuum -----> Transient Students

The options were as follows:

OPTION #1 - AREA 62 SCHOOL
1. Build the school that has been anticipated since 1978 and which is now being built in area 72.
2. Maintain classes at Holbrook-SAM until new school is built.

OPTION #2 - MAINTAIN STATUS QUO
1. Maintain grades JK-3
2. Add portables for the High School needs.

OPTION #3 - GRADUAL PHASE OUT
1. Gradual transition of students from S.A.M. to Mountview.
2. Adjust the bus schedule to facilitate families.

OPTION #4 - FULL CHANGEOVER
1. Severe ties as of June 1990 with Holbrock. September 1990 begin association with Mountview.
2. Add grade 3/4 for the 1990-1991 year at S.A.M..
3. Encourage teachers and support staff (ie. Vice Principal) to stay with the school family during the move to Mountview.
4. Maintain the Holbrook bus to facilitate the families with children still at Holbrook for two years after the transition.

After reviewing all of the above options with parents and Board officials we have come to the conclusion that **Option #4-the Full Changeover** would be the most beneficial and least disruptive for all involved.

Our main concern is our children's physical, emotional and psychological well being. S.A.M. has been our family and community school with our children having strong ties to each other and their teachers. Our major concern is the stability of the grade 2/3 class presently at S.A.M. and the effect a move for one year to Holbrook and then another move to Mountview would have on them. 4 schools in 5 years is too much for a young child. Not only are we concerned with disrupting the "family school" but also the families of the

school.

BRIEF TO THE OPERATIONS MANAGEMENT COMMITTEE
(CONTINUED)

After analyzing the grade 2/3 class list and listening to individual students concerns, we became aware of the fact that the majority of the 23 students in the present 2/3 class were the eldest in their respective families. To send them or their sibling on to Holbrook one year and then their siblings on to Mountview the following year would be very disruptive. Equally upsetting would be splitting up the class and sending them to different schools.

Thus we request an additional class be established at S.A.M. for the 1990-1991 year to accommodate these students so that they can move as **a whole** with their friends, family, teachers and school. From what we all hear Mountview is an excellent school with spirit and personality, we would like to establish a rapport as soon as possible so that our children can begin there new identity.

As for the argument that there may be no physical room at S.A.M. for the grade 3/4 class in 1990-1991, it should be remembered that a maximum of 23 students needs to be accommodated for one year. As tax-payers and public school supporters of district 62, it has come to our attention that in excess of this number of Wentworth County High School Students has been accommodated at SAM.

We the Parents' Committee feel that we have been very accommodating over the 12 year history of our "temporary" school and ideally a **NEW SCHOOL** is our **1st choice** in district 62, but we are well aware of the restraints and constraints put on the School Board and Trustees. We will however never let the idea of a community school for district 62 die with our present compromise of moving to Mountview.

Education Centre,
100 Main Street West,
Hamilton, Ontario.

1990 03 06.

To The Chairman and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

RE: BUDGET REVIEW MEETING DATES

The tentative dates to review the 1990 Estimates are as follows:

March 20, 1990	Budget Review Committee
March 27, 1990	Budget Review Committee
April 3, 1990	French Language Section Budget Review
April 11, 1990	Budget Review Committee
April 17, 1990	Budget Review Committee
April 19, 1990	Budget Review Committee and Board.

On April 24, 1990, City Council will set the mill rates for 1990.

The format for presentation this year will be similar to last year. Our review will focus on an executive summary which highlights the year to year changes in the budget as opposed to a detailed review of each classification of revenue and expenditure. The Summary of Financial Information (binder) will include financial details by economic classification as in past years.

Yours truly,

Paul E. Shewfelt,
Superintendent of Finance and Treasurer.

GR/ga

Education Centre
100 Main St. West
Hamilton, Ontario
1990 03 06

To the Chairman and Members
Operations Management Committee
Board of Education
Hamilton, Ontario
L8N 3L1

Ladies and Gentlemen:

RE: **Sale of a strip of land to Bar-Brock Estates Development from the Board site in Lot 7/8, Concession 8, (Eleanor Neighbourhood, Block 89)**

The Board owns a school site of approximately 9 acres in the Eleanor Neighbourhood Block 89 as shown on the attached sketch "A".

In order to accommodate the roadway as required by the Regional Planning Department, the developer would like to purchase a strip of land outlined on sketch "B" for roadway purposes consisting of approximately .1953 acres at market value of $29,295.

This will give us access to our property in the event that we would want to build a school in the future.

RECOMMENDATION:

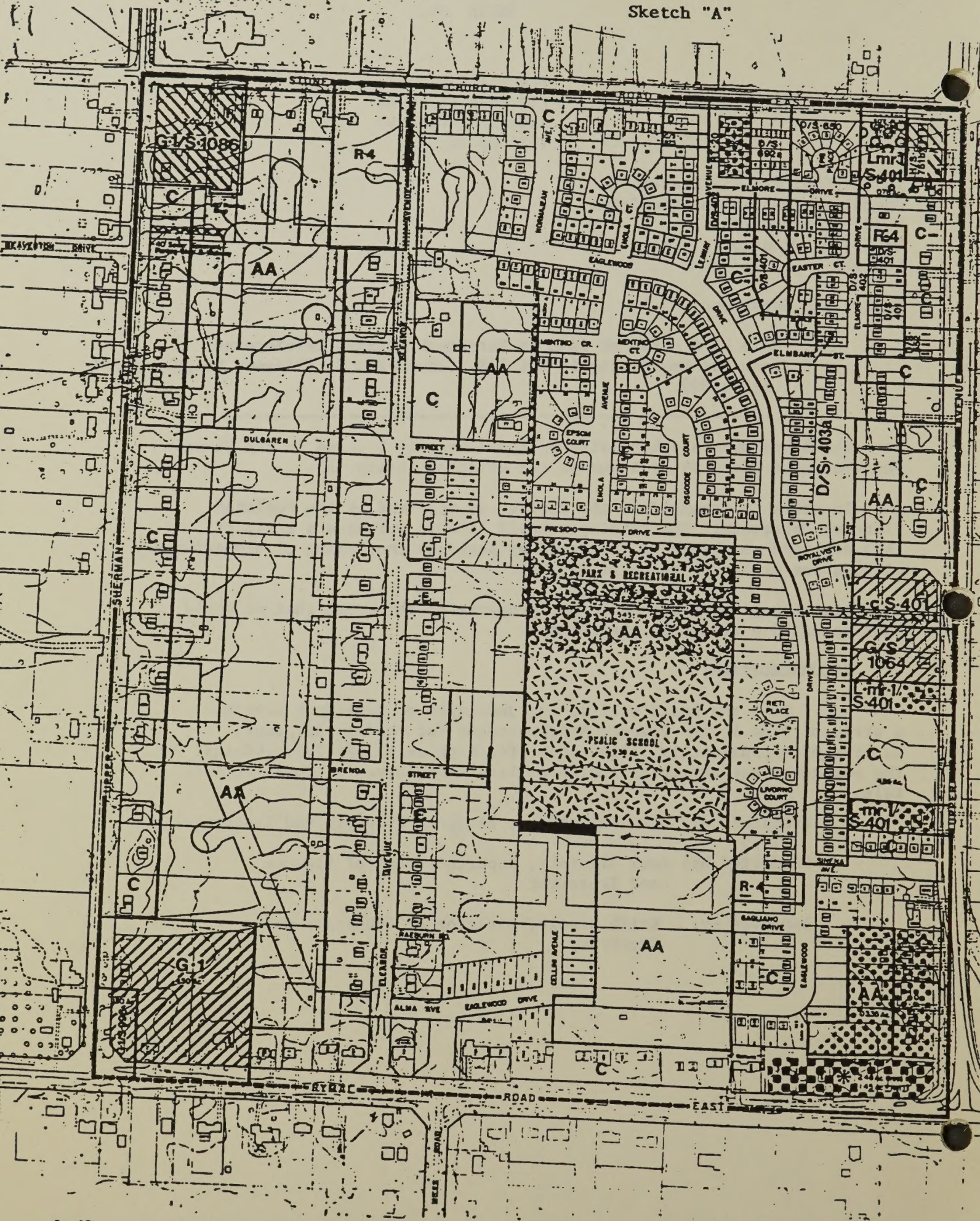
That the Board sell to the developer of Bar-Brock Estates a strip of land in the Eleanor Neighbourhood for roadway purposes, an area of approximately .1953 acres, for a price of $29,295, and that the purchaser pay any costs including legal and surveying costs of this sale.

Prepared by: Doug Kelterborn, Manager, Property and Insurance

Submitted by: Paul Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith Rielly, Director of Education and Secretary

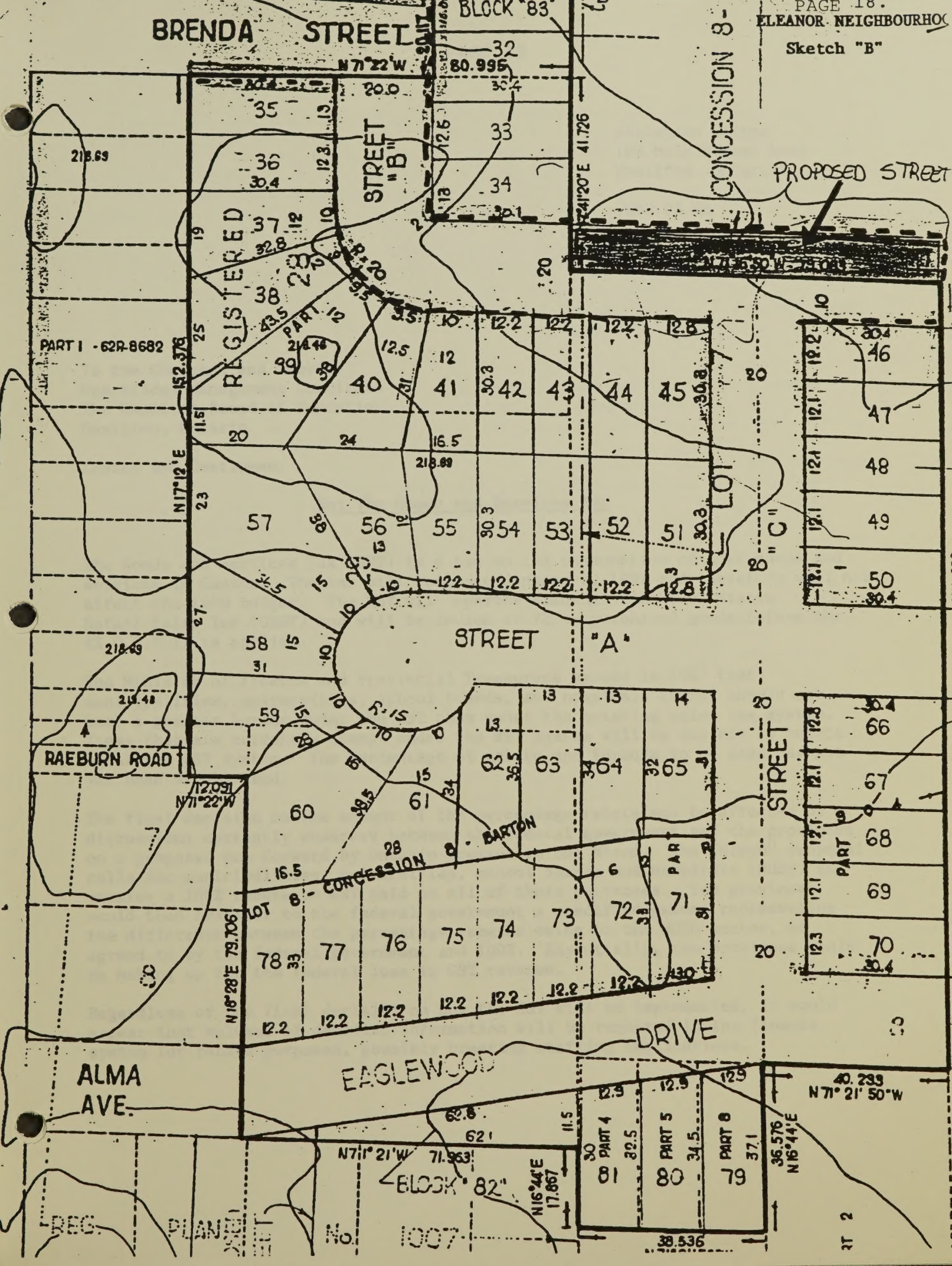
Sketch "A"



NOTE: This is a GUIDE PLAN only and is subject to

ELEANOR NEIGHBOURHOO

Sketch "B"



Education Centre
100 Main Street West
Hamilton, Ontario

1990 03 06

To the Chairman and Members
Operations Management Committee
The Hamilton Board of Education
Hamilton, Ontario

Ladies and Gentlemen:

Re: The Goods and Services Tax

The Goods and Services Tax (GST) is a tax on the consumption of most goods and services in Canada. The tax will commence January 1, 1991 and therefore will not affect the 1990 budget. The GST will operate somewhat like the Ontario Retail Sales Tax (ORST) and will be levied at 7% on purchased goods before the 8% O.R.S.T. is applied.

The Minister of Finance and Provincial Treasurers agreed in 1987 that municipalities, universities, school boards, and hospitals (MUSH) should not bear a greater burden under the GST than under the existing sales tax system. Items that are currently exempt under the FST system will be subject to rebate under the GST system. The percentage of rebate and formula to be used has not yet been established.

The final decision on the amount of the percentage rebate may be affected by discussions currently underway between the federal government and the provinces on a proposal put forward by Ontario Treasurer, Bob Nixon. The "Nixon" proposal calls for municipalities, universities, school boards and hospitals (MUSH) to receive a 100% rebate on GST paid on all of their purchases. The provinces would then transfer to the federal government a specified amount representing the difference between the percentage rebates owing to the MUSH sector, as agreed to by the federal government and 100%. Essentially, the provinces would be making up for the federal loss in GST revenue.

Regardless of the final decision on how the GST will be implemented, it would appear that volumes of detailed information will be required in the finance system for rebate purposes, possibly creating staffing implications.

We will continue to monitor information received from the Federal Government, tax consultants, The Ontario Association of School Business Officials and the Canadian School Trustees Association.

As more details become available, we will keep the Trustees informed.

RECOMMENDATION: That this report be received for information.

Prepared by: G. S. Hardman
Purchasing Manager

Submitted by: P. E. Shewfelt
Superintendent of Finance and Treasurer

Approved by: K. A. Rielly
Director of Education and Secretary

/ba

Appendix A - Comments and statements collected from various reports regarding the GST.

APPENDIX A page 1

1. Although the Federal Finance Department has held the spotlight, Revenue Canada Customs and Excise is ultimately responsible for getting the process working. On the implementation date, the department is expected to have all aspects of tax collection, remittance and the rebate system in place.

2. The first priority is to get businesses to register with the department. Officials recognize that until the legislation is passed, no one has to do anything about the GST. But, come D-day, the majority of businesses, including school boards, will need a registration number to collect and remit the tax.

3. Revenue Canada has already determined that businesses and individuals can choose to file GST collected on a quarterly or monthly basis provided they have registered with Revenue Canada to do so. Rebates would then be provided on the same schedule. If not registered, businesses can only file and claim rebates quarterly or annually.

4. CSTA recommends to its members that they register with Revenue Canada and arrange to remit GST collected on a monthly basis so that monthly rebates can be claimed. It is unlikely that Revenue Canada would allow a board to file quarterly and receive monthly rebates.

5. As part of the public sector (MUSH) group, boards will receive a rebate on the GST paid on their purchases. CSTA worked long and hard to identify how much that rebate should be (76.19%) and presented our requirements and concerns to those responsible for drafting the legislation. At this writing, it remains to be seen how well our arguments have been received.

6. <u>Taxing for Board Goods and Services</u>

   Tax Exempt Services

   - Elementary and Secondary Schools credit courses
   - Any courses designed to develop occupational skills and lead to a diploma or certificate
   - schools offering English/French as a second language
   - Evening school looks like it will be exempt if student is taking a credit course
   - sales and rentals of capital and real property for use in schools
   - sales of used books
   - admission to amateur plays, sporting events etc. charged to students and parents

7. Non-exempt Services

   - sport, recreational or cultural courses; ie our heritage language courses do not look like they will be exempt
   - sales of new books and supplies from the bookstore
   - admissions to professional theatre, events, exhibitions, museums, art galleries: thus when taking students to art galleries, students will be taxed on tickets they buy
   - recreational courses such as exercise classes
   - short term rentals of schools for meetings
   - using the Board parking lot on weekends for commercial parking

8. Transportation Services: School boards will not have to pay GST on bus tickets or passes purchased for students from municipal bus services, nor will GST be due on buses chartered by a board from a municipal transit authority. If, however, the board contracts with a private bus company for student transportation, the GST will be charged on that service. There will be a partial rebate.

9. Individual schools will be exempt from charging GST on sales of goods and services only if their annual revenue from total sales is under $30,000. Included among "goods" would be chocolate bars, school jackets, sweatshirts, etc.

10. Cafeteria Operations

    School boards operate two types of cafeterias: school and administration cafeterias. We agree that cafeterias located in administrative buildings, maintenance shops, and warehouse facilities generate revenue which is taxable supply subject to GST collections.

    Cafeterias located in the schools primarily serve the students and we consider these tax-exempt supply not subject to GST collections except where the supply is for a private party, reception, meeting or similar private event (Draft Legislation Schedule I, Part IV s.1.). Sometimes school cafeterias provide food services for administration meetings or staff training sessions. The school revenue is adjusted by internal charges without exchange of cash. We believe that no GST collection is required for transactions of an internal charge nature where no money is exchanged (Draft Legislation Part II s.203(1)).

    In addition, even when these catering services from school-based cafeterias are provided for cash consideration, this service is only a minor part of the total operation which is conducted mainly for student training purposes. These activities are also without a reasonable expectation of profit and cannot be defined as commercial activity according to Draft Legislation Part I s.100(1) "Commercial Activity"(h). All services provided by school cafeterias should be considered tax-exempt supply and not subject to GST collections.

11. Changes to Accounting System:

- The accounting system will have to track both tax collected on sales to be remitted to the government and tax paid on purchases in order to claim the input tax credit and rebate. After a determination of the Board's commercial and non-commercial activities, the accounting system must be able to distinguish between these types of purchases again for credit and rebate purposes. A method of allocating other costs to our commercial activities must be determined and implemented into the accounting system in order to maximize input tax credits. These allocations and accumulations of tax paid on commercial purchases must be done on a timely basis, to apply for the input tax credit on a monthly basis.

The GST will also cause problems with the accounting system because of the timing of receivables and payables. For goods sold which are taxable, the GST tax is payable at the time the invoice is issued regardless of when you expect to be paid. When you purchase taxable goods, the input tax credit may be claimed when the invoice is issued by the supplier. These type of timing differences may make it difficult to keep track of GST paid and payable. Other problems may arise due to refunds of sales, cash discounts and bad debts. All these things must be kept in mind when setting up an accounting system ready to deal with the GST.

12. There is no doubt the GST is going to complicate school boards' operations at least until they get a handle on how it works.

1990 03 06

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: A. M. Cunningham Addition

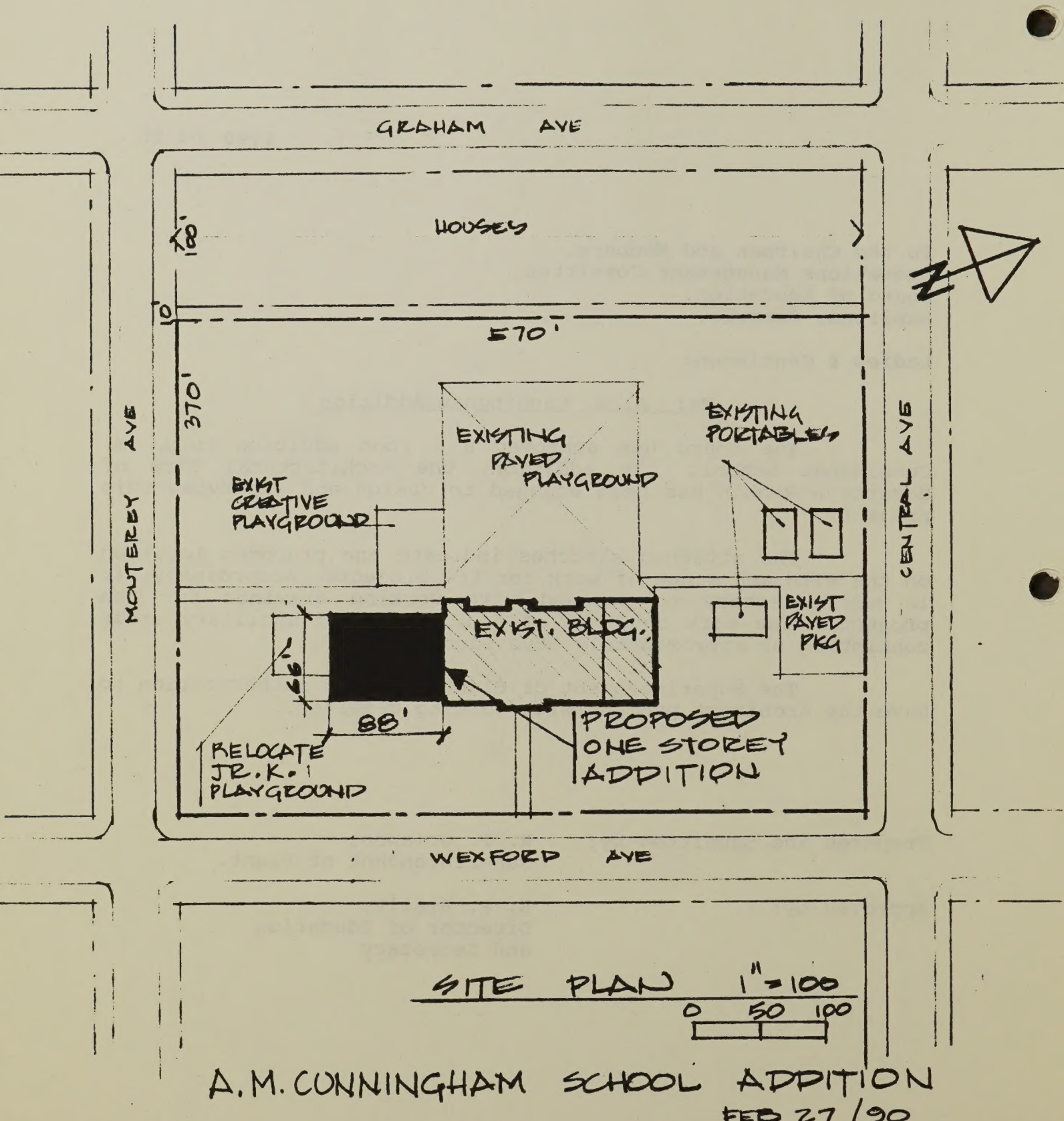
The Board has approved a 4 room addition to A. M. Cunningham School. In addition, the Architectural firm of Haverty & Rankin has been engaged to design and supervise this project.

The attached sketches indicate the proposed location on the site and scope of work for the project. Accordingly, it is now necessary to proceed with working drawings for the project. The work consists of four rooms and ancillary areas consisting of approximately 5800 square feet.

The Superintendent of Plant requests authorization to have the Architect proceed with working drawings.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary

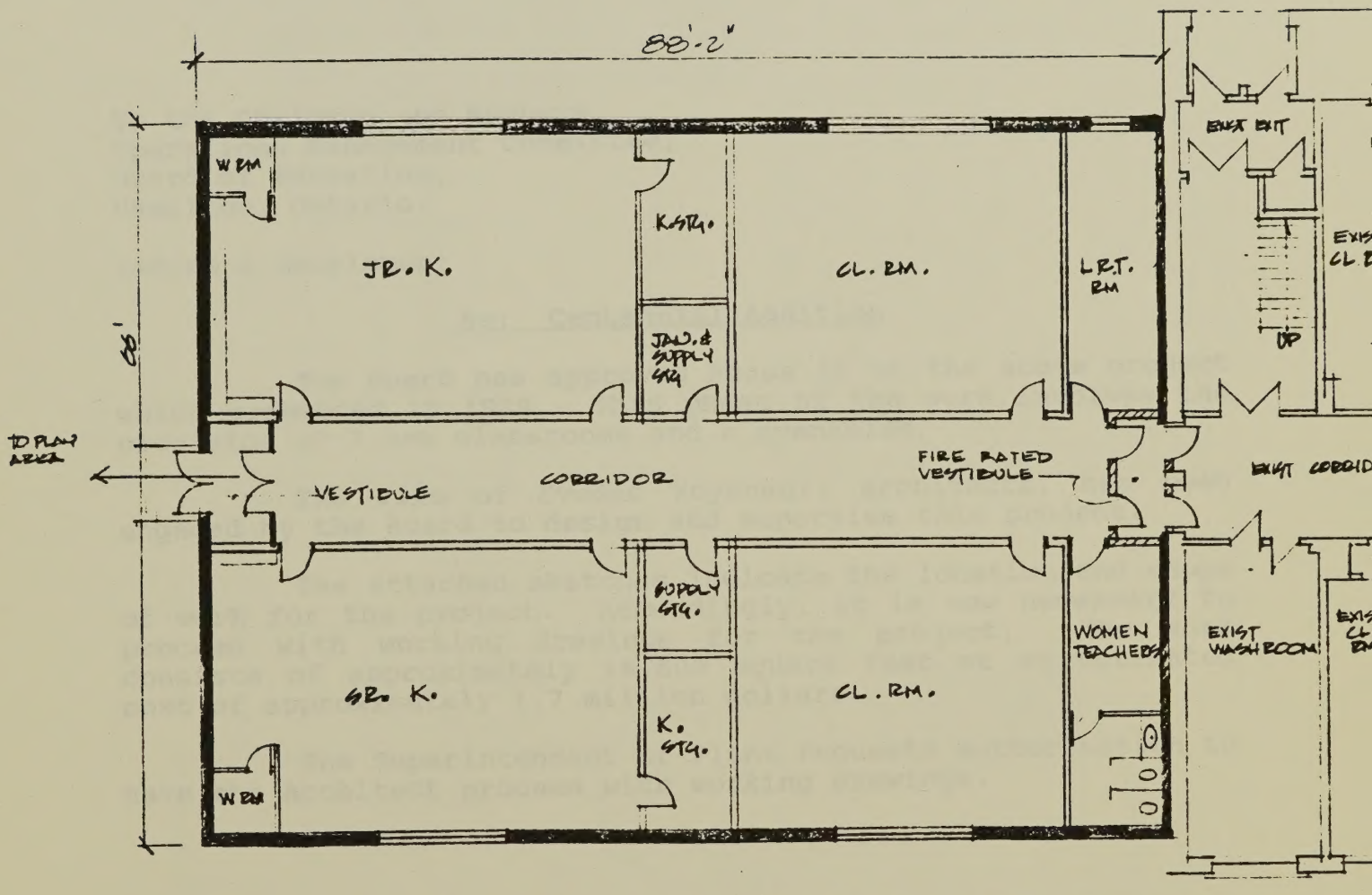


SITE PLAN 1" = 100

0 50 100

A. M. CONNINGHAM SCHOOL ADDITION

FEB 27/90



A. M. CUNNINGHAM SCHOOL ADDITION FEB 27/90

1990 03 06

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Centennial Addition

The Board has approved Phase II of the above project which commenced in 1989. This phase of the work involves the provision of 7 new classrooms and a gymnasium.

The firm of Svedas Koyanagi, Architects, has been engaged by the Board to design and supervise this project.

The attached sketches indicate the location and scope of work for the project. Accordingly, it is now necessary to proceed with working drawings for the project. The work consists of approximately 16,800 square feet at an estimated cost of approximately 1.7 million dollars

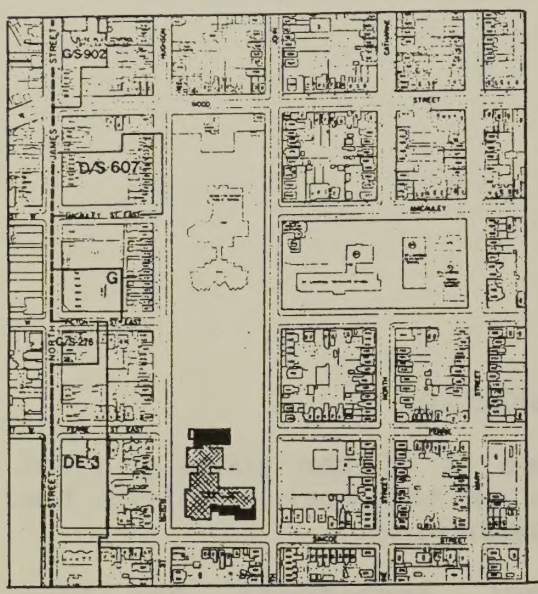
The Superintendent of Plant requests authorization to have the Architect proceed with working drawings.

Prepared and submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

ADDITION AND RENOVATIONS TO CENTENNIAL SCHOOL

47 Simcoe Street East
Hamilton, Ontario



KEY PLAN

AREA AND COST CALCULATIONS:

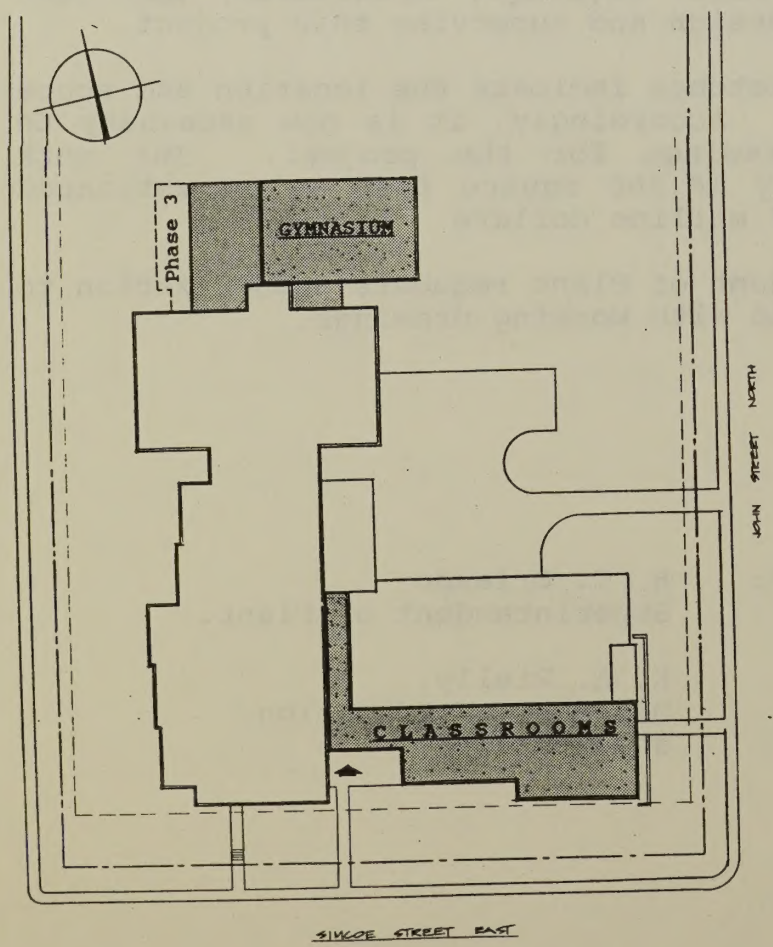
1. CLASS ROOM ADDITION

. 7 Classrooms @ 800 SF	5,600 SF
. Corridors	3,350 SF
. Washrooms, Stairs, Vestibule	1,500 SF
. Supply Room	200 SF
TOTAL	10,650 SF

2. NEW GYMNASIUM

. Gymnasium	4,000 SF
. Change Rooms & Storage	1,000 SF
. Corridors	700 SF
TOTAL	5,700 SF

TOTAL CONSTRUCTION	**16,850 SF**
COST: 16,850 SF @ $100/SF	$1,685,000
TOTAL CONSTRUCTION COST	**$1,685,000**

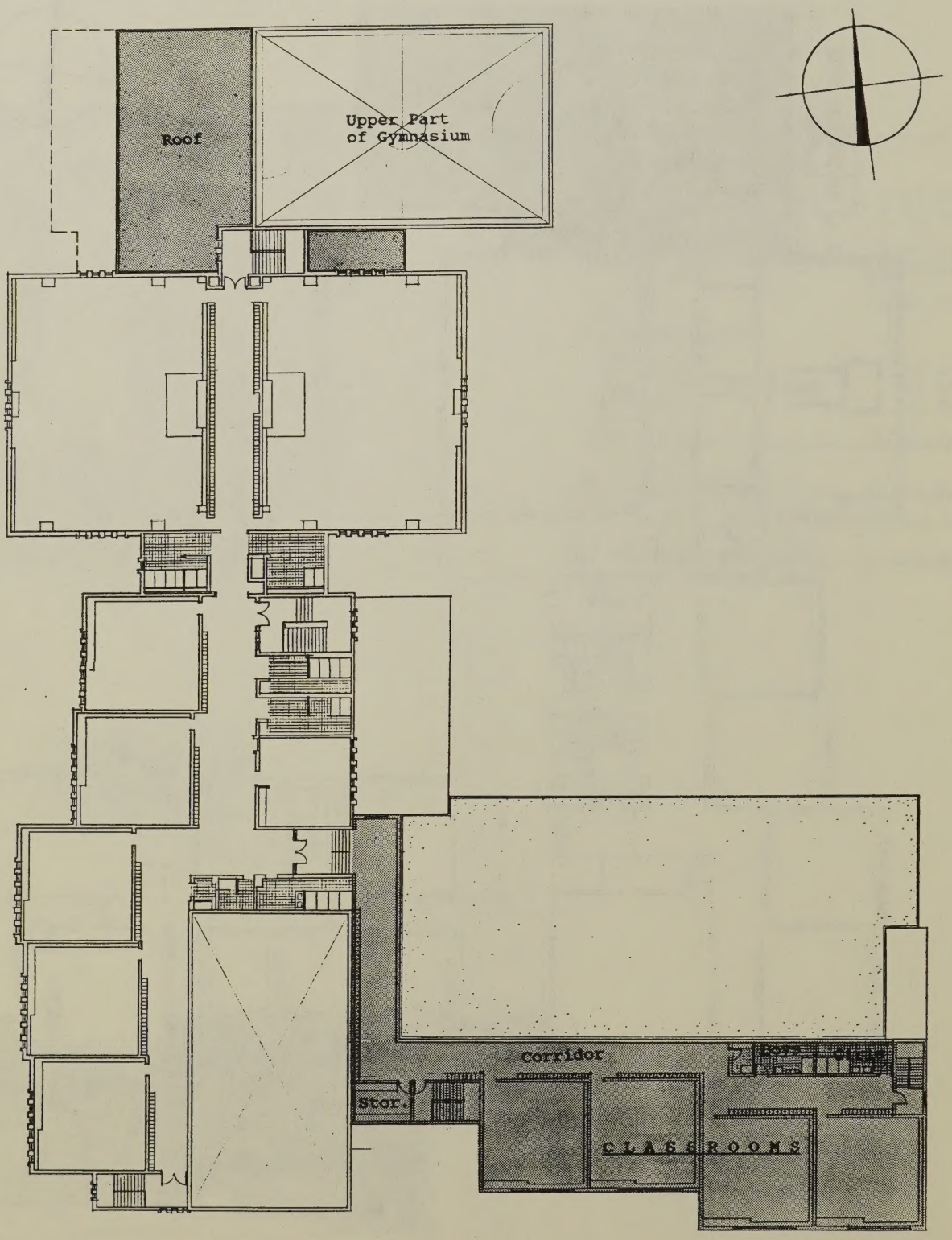


SITE PLAN

SVEDAS KOYANAGI ARCHITECTS INC.
February 27th, 1990

FIRST FLOOR PLAN

SVEDAS KOYANAGI ARCHITECTS INC.
February 27th, 1990



SECOND FLOOR PLAN

SVEDAS KOYANAGI ARCHITECTS INC.
February 27th, 1990

REPORT OF THE
SPECIAL EDUCATION ADVISORY COMMITTEE

Present: J. Bishop, Chairman; Trustee M. C. Clarke, Mesdames Dalziel, Masters, Mazza, Oommen, Schram and Trott; Messrs. Adamson and Foster; Drs. Marshall, Newberry and Toby.

Also Present: S. Knol (substitute representative, Association of Bright Children), B. Jazvac (Secondary School Principals Associations), E. Hipkiss (Special Education Consultant - Area 4), S. Holden (Job Coach - Transitional Work Experience Program), J. Lambert (Learning Resource Teacher - Georges-P.-Vanier School), L. Rowan (Guidance Department Head - Georges-P.-Vanier School).

Officials Present: J. Yurkiw (Assistant Superintendent, Special & Educational Services), R. Adams (Co-ordinator of Special Education), R. Lavoie, (Superintendent, French as a First Language).

The Committee recommends:

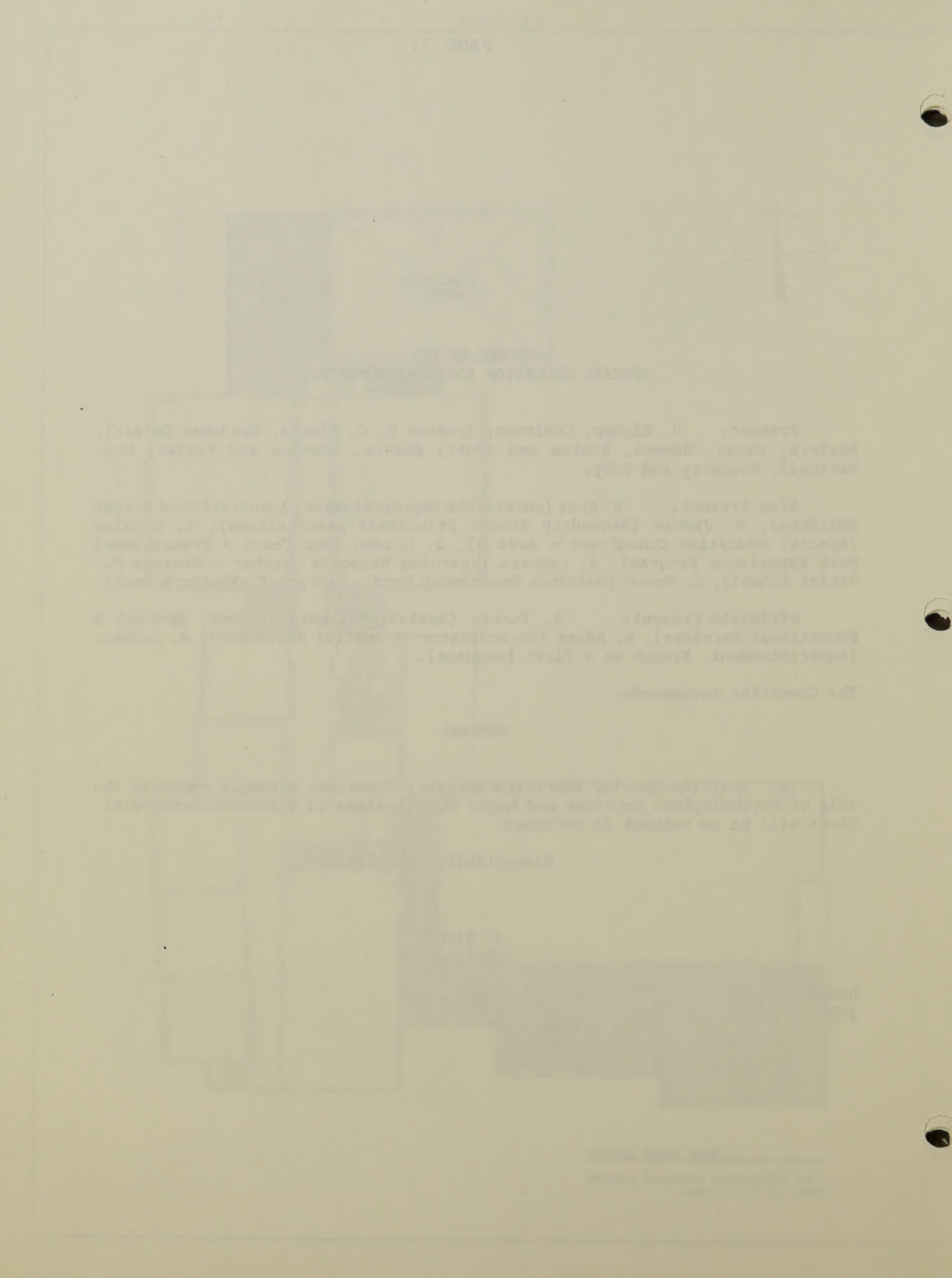
GENERAL

(a) That the Special Education Advisory Committee strongly supports the role of Psychological Services and hopes that in times of financial constraint, there will be no cutback in services.

Respectfully submitted,

J. Bishop
Chairman

Meeting Room,
1990 02 21



1990 03 06

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

The committee has met seven times since being appointed. It is fortunate to have the help of resources such as principals, consultants, the lunch room supervisor, a public health nutritionist, and a member of the Home and School Council who is herself a dietitian.

Mandate of the Committee:

The Committee on Food Policies was established by the April 1989 Board meeting. The motion read:

> that a committee be formed to include a secondary and an elementary principal,a member of the family studies staff, and a parent to draw up proposed polices for the consumption of food on school properties, taking into account the eating habits of ethnic minorities, and that a report be brought back with recommendations.

At the first meeting of the committee it was agreed that the committee must gather information, look at the existing practices in our schools around the consumption of food, and then develop a policy paper for the Board. The first two tasks of the committee are now almost complete.

The Gathering of Information

The committee has reviewed pertinent literature (see Appendix 1). It has identified where nutrition is being taught across the curriculum (see Appendix 2). It has looked at well articulated food policies from nine Canadian school boards (see Appendix 3).

Existing Practices in Hamilton Schools

The following have been examined:

lunchroom programs
morning nourishment programs
milk program in elementary schools
JK snack
Food policies in child care facilities
vocational schools food services
cafeteria services in composite schools.

Agreed Policy Directions.

Although the major work of the committee has yet to be completed in this area, the committee has agreed that:

> the aim is to <u>encourage</u> staff and students to make good nutritional choices; not to create a negative climate with do's and don'ts. The policy that will be developed will encompass the following three areas:
> - the changing of attitudes towards nutritious food,

- the encouragement of good nutritional decisions
- the active promotion of foods with good nutritional value. (November minutes)

Recommendation:

That this interim report be received for information.

Respectfully submitted
Judith Bishop
Chairman.

Appendix 1.

Board of Health, City of Toronto. Healthy Toronto 2000 Sept, 1988

Canadian Education Association. Food for Thought: School Board Nutrition Policies and Programs for Hungry Children Toronto: May, 1989.

Dwyer, Johanna.'Promoting Good Nutrition for Today and the Year 2000'Pediatric Clinics of North America Vol.33, No.4, August 1986.

King, Alan J.C.,Alan S.Robertson, Wendy K.Warren. Canada Health Attitudes and behaviours Survey ;9, 12 and 15 Year Olds, Ontario Report. Queens University at Kingston: 1984-85.

Meyers, Alan F.,Amy Sampson, Michael Weitzman, Beatrice L.Rogers, Herb Kayne. 'School Breakfast Program and School Performance' AJDC Vol. 143, October 1989.

Massachusetts Medical society Committee on Nutrition 'Sounding Board;Fast Food Fare. The New England Journal of Medicine Sept. 1989.

Ontario Ministry of Health, Working Paper on School Food Services March, 1976.

COMMITTEE STUDYING FOOD POLICY

September 13, 1989

Summary of Units Taught Concerning Nutrition

Compulsory courses on nutrition are taught to all students from K-8 within a framework of teaching decision-making skills and emphasizing self-esteem. At the secondary level, students may be exposed to nutrition through the Physical Education and Health courses taken by 50-60% of all students enrolled, or through food related Family Studies courses taken by 25-30% of students. Courses available through science courses focus more on physiological and bio-chemical aspects of food.

GRADE LEVEL	COMPULSORY UNITS	OPTIONAL UNITS
S.K.	Snacks (Environmental Studies)	
Grade 1	Apples (Environmental Studies)	
Grade 2	Party Planning (Environmental Studies)	
Grade 3	The Foods We Eat (Environmental Studies) (Nutrition Kit also available)	
Grade 4	Fat, Fibre, Filler (Health)	
Grade 5	Intake-Output (Health)	
Grade 6	Food and Fitness (Health) Food and Culture (Family Studies)	
Grade 8	Food (Family Studies Core Unit) — relationship between food intake & well being — developing criteria for determining their eating habits Nutrition Groups and the Digestive System (Health)	

GRADE LEVEL	COMPULSORY UNITS	OPTIONAL UNITS
Grade 9	Food Science Unit (Advanced & General Science)	Sound Food Choices (Family Studies Core Unit)
Grade 10		Nutrition and Weight Control (Health) Science and Food (Basic Science) Food and Nutrition (Family Studies) Consumer and Nutrition (General Science)
Grades 11 and 12		Nutrition and Athletic Performance (Health) Lifestyles (Health) Basic Needs (Health) Biochemistry of Nutrition Science (Advanced and General Biology) Nutrition Module in Personal Life Management (Advanced and General Family Studies) Lifestyle Co-op Course (Family Studies) Nutrition for the Health of Fetus, Baby and Family (Family Studies Parenting Course) Food and Nutrition Unit (Grade 12 Family Studies)
Grade 13 / OAC		Biochemistry of Nutrition (OAC Biology) Humans in the Environment (OAC Science in Society)

SUMMARY OF SCHOOL FOOD AND NUTRITION POLICIES

	OTTAWA	CALGARY	MONTREAL	VANCOUVER	WATERLOO	DURHAM	NORTH YORK	NEWFOUNDLAND	DARTMOUTH
PHILOSOPHY STATEMENT:									
1. responsible for student's health and nutritional needs	X		X	X	X			X	X
2. improved academic performance				X				X	X
3. practice what is taught in classroom			X	X				X	X
4. develop healthy lifestyle habits				X				X	X
5. alleviate hunger		X	X		X	X	X		
POLICY ADDRESSES:									
1. restricted food items (eg. pops, chips, candy)				X			X	X	X
2. accessibility of nutritious foods (eg. express lines, equal shelf space)									X
3. subsidized food costs		X	X						
4. fundraising (eg. oranges not chocolate bars)									
5. food service contract specifies nutrition component	X		X				X		
POLICY IMPLEMENTATION									
1. Board of Education Staff		X							
2. Students		X		X					
3. Parents		X							
4. Paid Coordinator		X	X			X			
5. Volunteer		X							
6. Advisory Committee		X		X			X		

0380N

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 03 06

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendations for your approval:

(a) That the following trip requests be approved:

(i) Chedoke, Grades 6-7, Outdoor Education, Camp Trailfinder (Dorset), 1990 05 29-06 01 (Tuesday to Friday)

(ii) Dalewood, Grade 8, Quebec City, Quebec, 1990 04 18-21 (Wednesday to Saturday)

(iii) Fernwood Park, Queen Victoria, W. H. Ballard, Westwood, Grade 4/5 Gifted, idland, 1990 06 21-22 (Thursday to Friday)

(iv) Lloyd George, Grade 5, Outdoor Education, Valens Conservation Area, 1990 06 21-22 (Thursday to Friday)

(v) Delta, Grades 9-OAC, Darien Lake, New York, 1990 06 21-23 (Thursday to Saturday)

(vi) Sir Allan MacNab, Gifted, Outdoor Education, Dornoch, 1990 05 24-27 (Thursday to Sunday)

(vii) Westdale, Grades 9-OAC, Quebec City, Quebec, 1990 04 25-29 (Wednesday to Sunday)

(viii) Westdale, Grades 11-OAC, Washington, D.C./Williamsburg, Va., 1990 05 01-05 (Tuesday to Saturday)

(ix) Woodview Children's Centre, Grade 9-10, Ottawa, 1990 05 09-11 (Wednesday to Friday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

ADDED RECOMMENDATIONS

ELEMENTARY/SECONDARY

(b) That up to 60 students of the Grade 12 Urban Geography and Travel Tourism Course from Hamilton Schools be permitted to attend a four day field trip in Montreal from 1990 04 25-28 (Wednesday to Saturday).

(c) That one teacher for every 15 students, plus the Geography Co-ordinator or designate, supervise the geography field study to Montreal, 1990 04 25-28, and that each receive $200.00 for their expenses.

(d) That the following trip request be added to clause (a):

(x) Scott Park, Grades 9-OAC, Stratford, 1990 05 07 (Monday)

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A 35

Agendas - Operations Mgt.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

SPECIAL NOTICE

URBAN MUNICIPAL
APR 10
GOVERNMENT DOCUMENTS

1990 04 05

TO THE CHAIRMAN AND MEMBERS
OPERATIONS MANAGEMENT COMMITTEE
(Trustees Cunningham, Baskin, Desmarais, Korz, Lowe, Penner, Rogers and Clarke.)

Ladies and Gentlemen:

Please be advised that prior to the Operations Management Committee meeting on Tuesday, 1990 04 10 there will be brief presentations by the respective Architects as follows:

16:45 hours	Block 72 School
17:05 hours	Block 87 School

You are invited to attend.

Yours truly,

K. A. Rielly
Director of Education
and Secretary

rm

Notice sent to all trustees.

I

AGENDA
OPERATIONS MANAGEMENT COMMITTEE
1990 04 10

Confirmation of the minutes of the 1990 03 06 meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Response from the Officials re Presentation from Parents of Holbrook (S.A.M.) (Sir Allan MacNab) (March OMC)

2. Asbestos Update

3. Update - Sale of Board Site, Kirkendall South Neighbourhood, (Spruceside/ Mapleside) - Page 1

NEW BUSINESS:

1. Recommendations of the Director of Education - Page 2

2. 1989 Audited Financial Statement - Please see separate package

3. 1989 Audited Statement for the Board of Education for the City of Hamilton Foundation - Please see separate package

4. School Year Calendar and Holiday Schedule for the Education Centre and the Secondary Schools - Pages 3 to 20

5. Recommendation re Sketch Plan approval for new school, Block 72.

6. Recommendation re Sketch Plan approval for new school, Block 87.

7. Approval of Sketch Plans - James MacDonald addition - Pages 21 to 23

8. Recommendation for Award of Contract for Asbestos Removal Work - Sir Winston Churchill - Page 24

9. Tenders - G. L. Armstrong renovations - Page 25

10. Traffic Safety Around Schools (requested by Trustee J. Bishop)

11. School Closures During Bad Weather (requested by Trustee J. Bishop)

12. Accommodation of the Archives (requested by Trustees Baskin, Johnston)

ELEMENTARY/SECONDARY

BUSINESS ARISING FROM THE MINUTES:

1. Vincent Massey - Relocation of the Program - Update - Pages 26 to 29

NEW BUSINESS:

1. Recommendations of the Director of Education - Pages 30 and 31

Education Centre
100 Main St. West
Hamilton, Ontario
1990 04 10

To the Chairman and Members
Operations Management Committee
Board of Education
Hamilton, Ontario
L8N 3L1

Ladies and Gentlemen:

Re- Sale of Board Site
Kirkendall South Neighbourhood
(Spruceside/Mapleside)
Lot 17, Con. 3 (Barton)
City of Hamilton

At the February 1990 meetings of the Operations Management Committee and the Board, the following recommendations were approved:

1. That we notify the City that it is still our intention to sell this site and that we are prepared to extend the closing date of acceptance of the option from February 6, 1990 to May 23, 1990, to enable the City to reconsider its position.

2. If the City decides not to purchase the site, that we offer the site to the next priority agent according to Ministry of Education regulations.

On March 13, 1990, City Council accepted the Option to Purchase the Spruceside/Mapleside site. The Board's original motion approved at the December meeting stated that the purchaser also pay any costs including legal and surveying costs of this sale.

The City's Real Estate Division informed us by letter that they did not recommend the payment of legal fees for this transaction as the property was offered to the City by the Board of Education. It is the City's policy to pay legal fees only when property is required for a specific municipal purpose and acquisition is initiated by the City.

RECOMMENDATION

That the offer of $760,000 from the Corporation of the City of Hamilton for the purchase of the 0.57 acre parcel of land in Lot 17, Concession 3 (Barton) be accepted. The funds realized from the sale are to be placed in Capital Reserves.

Prepared by: Doug Kelterborn, Manager, Property and Insurance

Submitted by: Paul Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith Rielly, Director of Education and Secretary

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 04 10

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

GENERAL

I have the the honour to present the following recommendations for your approval:

(a) That a grant application in the amount of $2,380.00 to Employment and Immigration Canada (Student Employment) for one student to review physical demands of specific Board positions, during a 16 week period, be approved, at a cost to the Board of $3,838.00.

(b) That a grant application in the amount of $2,529.00 to Employment and Immigration Canada (Student Employment) for one student to review inventory and records of hazardous chemicals/materials be approved, at a cost to the Board of $3,416.00.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

ANNUAL REPORT 1989

The Board of Education For the City of Hamilton Foundation

1989
FINANCIAL STATEMENTS
FOUNDATION

Keith A. Rielly

Chairman & President

Paul E. Shewfelt

Secretary and Treasurer

Peter S. Beveridge

Director

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732
Fax: 572-9333

AUDITORS' REPORT

To the Directors of
The Board of Education for the
City of Hamilton Foundation

We have examined the Balance Sheet of the Board of Education for the City of Hamilton Foundation as at December 31, 1989 and the Statement of Surplus for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Board of Education for the City of Hamilton Foundation as at December 31, 1989 and the changes in surplus for the year then ended in accordance with generally accepted accounting principles applied, after giving retroactive effect to the change in the method of accounting for revenues and expenditures as explained in note 2 to the financial statements, on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

Hamilton, Canada
March 9, 1990

CHARTERED ACCOUNTANTS

The Board of Education for the City of Hamilton Foundation
Balance Sheet
As at December 31, 1989

Assets	*1989* *$*	*1988* *$*
Cash in Bank	15,073	12,799
Accrued Interest Receivable	10,613	9,288
Investments, at Cost (1989 - market value $223,785, 1988 - market value $174,535)	226,472	177,033
	$252,158	$199,120
Surplus		
Capital Funds	232,662	184,773
Unexpended Income	19,496	14,347
	$252,158	$199,120

The Board of Education for the City of Hamilton Foundation
Statement of Surplus
For the Year Ended December 31, 1989

	Capital Funds *$*	*Unexpended Income* *$*	*1989 Total* *$*	*1988 Total* *$*
Balance, January 1	184,773	14,347	199,120	73,382
Adjustment due to change in accounting policy - Note 2	---	---	---	7,477
				80,859
Revenue				
Transfer from Trust Fund - Note 3				76,290
Donations	44,963	3,865	48,828	41,444
Interest	---	22,185	22,185	16,737
Transfer from Unexpended Income	2,926	---	2,926	6,920
	47,889	26,050	73,939	141,391
Expenditures				
Awards	---	17,975	17,975	16,210
Transfer to Capital	---	2,926	2,926	6,920
		20,901	20,901	23,130
Balance, December 31, 1989	$232,662	$19,496	**$252,158**	$199,120

1. ***Significant Accounting Policy***

   Revenues and expenditures are accounted for on the accrual basis of accounting.

2. ***Change in Accounting Policy***

   Prior to 1989, revenues and expenditures were recorded on the cash basis of accounting. In 1989, this policy was changed so that the revenues and expenditures are now recorded on the accrual basis of accounting. This change has been applied retroactively and the opening balance of the statement of surplus has been increased by $7,477 and interest revenue has been increased by $1,811 resulting in a net increase to unexpended income of $9,288.

3. Effective January 1, 1988, the assets and surplus of the Trust Funds of The Board of Education for the City of Hamilton were transferred to the Foundation.

The Board of Education for the City of Hamilton
Foundation Awards
For the Year Ended December 31, 1989

	$		
A.Morrell Memorial Scholarship	395.00	W.H. Ballard	Three students standing highest in Arithmetic (1 @ $198.00, 1 @ $118.00, 1 @ $79.00)
A.D. Needle Trust Fund	273.00	Secondary Schools	Highest mark in English and History (3 @ $91.00)
A.J. Krever Award	---	Alternative Education Program	No recipient. Awarded annually to one student having shown great progress and indicated a willingness to continue to study beyond this program.
Andrew Macdonald Award	170.00	Ainslie Wood	Two awards -greatest improvement in academic subjects and vocational subjects (2 @ $85.00)
Art Scholarship	374.00	Sir John A. Macdonald	Art, Architectural Drafting and Mechanical Drafting awards (1 @ $116.00, 3 @ $86.00)
Award of Merit	50.00	Sanford Avenue	Graduating student who has exhibited academic excellence, concern and respect for others and honesty, sincerity and dependability. (1 @ $50.00)
Bill Mastin Memorial Award	1,080.00	2 to Hill Park 2 City-wide	"Personal Growth" award to (2) students who have shown the most personal growth; "Science Award" to (2) students who have demonstrated an out-standing attitude, achievement and performance in the field of science (4 @ $270.00)
Buchan Medal Award	60.00	Sherwood	Proficiency in Latin and English (1 @ $60.00)

The Board of Education for the City of Hamilton
Foundation Awards
For the Year Ended December 31, 1989

	$		
Certified General Accountants Assoc. Award	50.00	Secondary Schools on Rotation Basis	Graduating student with highest over-all average in Accounting and Commerce subjects (1 @ $50.00)
C. Thomas Lowe Memorial Award	226.14	Sherwood	General proficiency awards (4 @ $25.00, 1 @ $126.14)
C.G.W. McKague Award	---	Secondary Schools on Rotation basis	No recipient. One student who has the highest mark in second year Music Studies and intends to continue the study of Music in the senior grades.
Carol Moule Memorial Award	2,078.70	Westdale	To be awarded annually to students outstanding in the subjects of Chemistry and Physics. (2 @ $1000, 1 @ $78.70)
Catherine Powell Bursary	500.00	Linden Park	Donation to Linden Park- Computer equipment (ie. $500.00)
Delta Staff Association Award	35.00	Delta	Graduating student who has exemplified the highest principles of scholarship, citizenship and sportsmanship (1 @ $35..00)
Dr. Harry Paikin Memorial Fund	374.85	Sir John A. Macdonald, Bennetto & Hess	Graduating student who has maintained the highest standing for Oral and Written Language (1 @ $150.00, 1 @ $112.90, 1 @ $98.00, 1 @ $13.95)
The Dr. E.A.Hutton Fund	400.00	Secondary Schools on Rotation Basis	Graduating students proceeding to Grade 13 who have made an overall contribution to the school (2 @ $200.00)
Ezra E.Parkehouse Prize	9.50	Dalewood	Proficiency in Industrial Arts (1 @ $9.50)

	$		
Michael Zebroski Music Scholarship	360.00	Westdale	Two awards -brass players who display positive attitude, make contribution to music program, regarded as all-round student and minimum music mark 75% -one graduating student and one 1st or 2nd year student (2 @ $180.00)
Elma Darlington Award	250.00	Secondary Schools	Needy students, unsuccessful for Memorial Bursary, who require financial assistance to continue secondary school (1 @ $250.00)
Elva Kendall Newlands Award in Literature	138.96	Secondary Schools on Rotation Basis	Presented to student(s) achieving highest standing in OAC 1 (2 @ $69.48)
English Literature Award	69.00	Delta	Graduating student who has maintained the highest average in English Literature throughout years at Delta (1 @ $69.00)
Emily Kirby Award in Family Studies	28.00	Caledon	Clothing student who has demonstrated the greatest improvement in sewing skills (1 @ $28.00)
Frank A.Magee Award	20.00	Central	Proficiency in oral and written language skills (1 @ $20.00)
G.L.Cooper Award	50.00	R.A.Riddell	Students (maximum of 5) who exemplify the following: respect for self and others; achievement working to the best of their ability; responsibility (5 @ $10.00)

The Board of Education for the City of Hamilton
Foundation Awards
For the Year Ended December 31, 1989

	$		
George R. Allan Prize	---	George R. Allan	No recipient. Boy and Girl with highest standing in graduating class
George R. Parke Award	56.00	Sir John A. Macdonald	Championship for Sports Day (1 @ $56.00)
Gladys McAndrew Memorial Fund	200.00	Westdale	Female graduate who has good character and integrity, portrays qualities of academic excellence and good citizenship and intends to continue her education (2 @ $100.00)
H.H. Lowden Award	148.39	Centennial	Most improvement in character and proficiency and to purchase library/ classroom books (5 @ $24.73, 1 @ $24.74)
Hamilton & District Home Builders Association Award	---	Secondary Schools (Composite & Vocational)	No recipient(s). Awarded annually to one or more Grade 11 student(s) per school who are enrolled in 2 or more Technological courses, who have demonstrated high achievement, good work ethic and intent to continue in a Technological program in Grade 12.
Hamilton Draftsmen's Association Prize	390.00	Secondary Schools	Scholarship in Mechanical, Electrical or Electrical Drafting (3 @ $ 130.00)
Hamilton Foundation Bursary	1,800.00	Sir Winston Churchill, Barton, H.B.E. City-wide Choir	Recipients of Janet & Margreta Snell Scholarship Fund (2 @ $150.00). Funding for production expenses for children's opera Noye's Fludde (1@ $1,500.00)
Hamilton Place Award	16.00	Delta	Graduating student who has achieved the highest rating in Geography (1 @ $16.00)

	$		
Hess Street Proficiency Award	--	Hess Street	No recipient - Recognition of achievement among the graduation students.
Hess Street School Reunion Award	100.00	Hess Street	Male and female student displaying superior scholarship and citizenship (2 @ $50.00)
Hill Park Art Award	29.95	Hill Park	Grade 12 deserving Art student who plans to continue in the study of Art (1 @ $29.95)
Ida Robb Award	140.00	Briarwood	Outstanding achievement (1 @ $140.00).
James Johnson Memorial Award	960.00	Elementary Schools	Advancement of Music (4 @ $240.00)
Jansen Memorial Award	20.00	Caledon	To be awarded annually, in June, to the top student in Textiles (Tailoring) class. (1 @ $20.00)
John McCullough Award	20.00	Central	Boys and girls with highest standing in senior grades (2 @ $10.00)
L. George Russell Award	34.00	Glen Echo	Best all-round student in graduating class (1 @ $34.00)
Lucille LaFramboise	200.00	Westdale	No term of reference. (1 @ $200.00)
Luke H. Leroy Award	--	Hill Park	No recipient. Graduating student who earned the highest mark in Chemistry at the O.A.C. level.
			Graduating student who earned the highest mark in Physics at the O.A.C. level.
			Graduating student who earned the highest mark in Biology at the O.A.C. level.

The Board of Education for the City of Hamilton
Foundation Awards
For the Year Ended December 31, 1989

	$		
Lawrence Munroe Scholarship	1,000.00	Secondary Schools	Study of Architecture (1 @ $1,000.00)
Madelaine Westland Memorial	46.00	Westdale	To be awarded annually to a Grade 9 student for general proficiency.(2 @ $23.00)
McIlwraith War Memorial Award	14.00	Centennial	Subsidize camping fee. (1 @ $4.67, 2 @ $4.66)
Megan Lawrence Award	1026.00	Alternative Education School	Distribution of the income to be determined by the Program Leader of the Alter-Ed School. (2 @ $410.00, 1 @ $206.00)
Memorial Award	783.40	All Schools	History books for each Library.
Miss Laura Miller Award in Public Speaking	945.00	Secondary Schools	Public speaking contest (2 @ $7.50, 7 @ $15.00, 9 @ $25.00, 10 @ $60.00)
Miss Susan E. Bennetto Award	101.88	Bennetto	Highest citizenship qualities in graduating class. (1 @ $101.88)
Muriel Eastman Scholarship in Eng.	30.00	Prince of Wales	Proficiency in English (1 @ $30.00)
Murray Black Music Scholarship	---	Westdale	No recipient. Graduating student who is an active member of the Music Dept. and has been accepted into a post-secondary music program.
Pat Kirby Citizenship Award	154.39	Caledon	Plaque in the school. Miniature of the plaque for the student to keep. Gift or cash. Citizenship award to the graduating students. (1 @ $154.39)
Royal Oak Dairy Award	120.00	Ainslie Wood, Albion, Briarwood	Outstanding students - Ainslie Wood for outstanding food services - Albion for horticulture -Briarwood for hospital services. (4 @ $30.00)

	$		
Ruth Cole Award	56.46	Queen Victoria	Outstanding academic and citizenship qualities. (1 @ $56.46)
Sandi Bell Award	70.00	Sanford Avenue	Student who has combined academic proficiency with an attitude of active concern for fellow students (1 @ $70.00)
Seneca School Citizenship Award	12.85	Seneca	Students who show a willingness to learn, on-going participation in school activities and exemplary behaviour in school and in the community (1 @ $6.43, 1 @ $6.42)
Sharon MacKay Trust	500.00	Westdale	Students displaying an outstanding contribution in the graduating year with 80% on seven subjects on final report (5 @ $100.00)
Sino-Canadian Friendship Award	--	All Schools	No recipient -To aid deserving students to finance an educational trip.
Sir Allan MacNab Academic Award	---	Sir Allan MacNab	No recipient. Approximately 40 graduating students -highest academic average - not returning to school.
Sir John A. Macdonald Secondary School Award	140.00	Sir John A. Macdonald	Proficiency in Metal Work Course (1 @ $140.00)
Sir John M. Gibson Award	106.00	Central	Boy and girl with highest standing in graduating class (4 @ $26.50)
Strathcona Reunion Committee Award	59.29	Strathcona	Highest standing in entrance class (1 @ $59.29)

The Board of Education for the City of Hamilton
Foundation Awards
For the Year Ended December 31, 1989

	$		
Thomas F. McIlwraith Award	19.00	Centennial	Subsidize camping fees (1 @ $6.34, 2 @ $6.33)
The Doris Gasse Award	68.00	Caledon	Outstanding graduate on the basis of general proficiency and progress in the English language (1 @ $68.00)
The Norman E. Reid Award	360.00	Secondary Schools	Graduating student who has attained honour standing in Senior Geography and has contributed to the overall life and spirit of the school (4 @ $90.00)
Vern Ames Prize in Mathematics	690.00	Elementary Schools	Proficiency in public school Arithmetic (4 @ $15.00, 21 @ $30.00)
Wm. Alexander Lees Memorial Scholarship	496.00	Adelaide Hoodless	Highest standing in all academic subjects (2 @ $100.00, 2 @ $148.00)
The Wm. Flannigan Geography Prize	70.00	Barton	Student showing success and interest in Year 3 Geography courses and general academic achievement and citizenship (2 @ $35.00)
	$17,974.76		

The Board of Education for the City of Hamilton Foundation
Statement of Surplus
For The Year Ended December 31, 1989

Fund $	*Balance Jan.1/89* $	*Donations Loans* $	*Interest Receipts* $	*Disbursements* $	*Balance Dec.31/89* $
Capital Funds					
A.Morrell Memorial Scholarship	3,408.00				3,408.00
A.D.Needle Trust Fund Award	2,800.00				2,800.00
A.J. Krever Award	0.00	1,843.97			1,843.97
Andrew MacDonald Award	1,005.00				1,005.00
Art Scholarship	5,100.00				5,100.00
Award of Merit	0.00	500.00			500.00
Bill Mastin Memorial Award	7,046.98	100.00			7,146.98
Buchan Medal Award	1,050.00				1,050.00
C.G.W. McKague Award	0.00	1,843.97			1,843.97
C.Thomas Lowe Memorial Award	925.00				925.00
Carol Moule Memorial Award	29,701.55	980.00			30,681.55
Delta Staff Association	250.00				250.00
Dr. Harry Paikin Memorial Award	3,925.00				3,925.00
The Dr. E.A.Hutton Fund	2,444.27				2,444.27
Ezra E.Parkehouse Prize	100.00				100.00
E. Michael Zebroski Music Scholarship	3,535.28				3,535.28
Elma Darlington Award	2,000.00				2,000.00
Elva Kendall Newlands Award in Literature	2,000.00				2,000.00
English Literature Award	500.00				500.00
Emily Kirby Award in Family Studies	200.00				200.00
Frank A.Magee Award	211.50				211.50
G.L. Cooper Award	500.00				500.00
George R.Allan Prize	200.00				200.00
George R.Parke Award	590.00				590.00
Gladys McAndrew Memorial Award	2,623.56	170.00			2,793.56
H.H. Lowden Award	1,550.00				1,550.00
Hamilton & District Home Builders Award	0.00	35,675.02			35,675.02
Hamilton Draftsmen's Association Prize	3,850.00				3,850.00
Hamilton Place Award	100.00				100.00
Hess Street Proficiency Award	1,050.00				1,050.00
Hess Street School Reunion Award	2,000.00				2,000.00

Fund	Balance Jan.1/89	Donations Loans	Interest Receipts	Disbursements	Balance Dec.31/89
Capital Funds (Cont'd)	$	$	$	$	$
Hill Park Art Award	250.00				250.00
Ida Robb Award	1,274.35				1,274.35
James Johnson Memorial Award	10,016.18				10,016.18
Jansen H.H. Memorial Award Fund	202.55				202.55
John McCullough Award	450.00				450.00
L. George Russell Award	343.50				343.50
Lucille LaFramboise Memorial Award	2,758.00	325.65			3,083.65
Luke H. LeRoy Award	0.00	500.00			500.00
Lawrence Munroe Scholarship	9,503.60				9,503.60
Muriel Eastman Scholarship in English	328.87				328.87
Madelaine Westland Memorial	1,000.00				1,000.00
McIlwraith War Memorial Award	150.00				150.00
Megan Lawrence Award	10,500.00				10,500.00
Memorial Award	5,933.00				5,933.00
Miss Laura Miller Award in Public Speaking	17,000.00				17,000.00
Miss Susan E. Bennetto Award	1,116.25				1,116.25
Murray Black Music Scholarship	0.00	4,500.00			4,500.00
Pat Kirby Citizenship Award	2,348.20	160.00			2,508.20
Royal Oak Dairy Award	800.00				800.00
Ruth Cole Award	594.37				594.37
Sandi Bell Award	500.00	180.00			680.00
Seneca School Citizenship Foundation Award	150.00				150.00
Sharon MacKay Trust Fund	3,474.00				3,474.00
Sino-Canadian Friendship Award	10,751.55				10,751.55
Sir Allan MacNab Academic Award	820.00	1,110.40			1,930.40
Sir John A.Macdonald Secondary School Award	2,117.00				2,117.00
Sir John M. Gibson Award	1,100.00				1,100.00
Stella Osborn Award	6,046.00				6,046.00
Strathcona Reunion Committee Award	600.00				600.00
Thomas F. McIlwraith Award	200.00				200.00
The Doris Gasse Award	500.00				500.00
The Norman E. Reid Award	2,577.00				2,577.00
Vern Ames Prize in Mathematics	7,202.75				7,202.75
Wm. Alexander Lees Memorial Scholarship	5,000.00				5,000.00
Wm. Flannigan Georgraphy Prize	500.00				500.00
	$184,773.31	$47,889.01			$232,662.32

The Board of Education for the City of Hamilton Foundation
Statement of Surplus
For The Year Ended December 31, 1989

Fund	*Balance Jan.1/89* $	*Donations Loans* $	*Interest Receipts* $	*Disbursements Transfers* $	*Balance Dec.31/89* $
Unexpended Income					
A. Morrell Memorial Scholarship	214.89		398.81	395.00	218.70
A.D.Needle Trust Fund Award	148.85		297.61	273.00	173.46
A.J. Krever Award	0.00		117.59	0.00	117.59
Andrew MacDonald Award	108.92		129.12	170.00	68.04
Art Scholarship	171.27	80.00	289.37	374.00	166.64
Award of Merit	0.00	50.00	35.46	50.00	35.46
Bill Mastin Memorial Award	656.45		891.43	1,080.00	467.88
Buchan Medal Award	37.29	5.35	51.19	60.00	33.83
C.G.A. Association Award	0.00	50.00		50.00	0.00
C.S.W. McKague Award	0.00		117.58	0.00	117.58
C. Thomas Lowe Memorial Award	77.91	300.00	111.67	226.14	263.44
Carol Moule Memorial Award	1,739.30		3,122.72	3,058.70	1,803.32
Catherine Powell Bursary	0.00	500.00		500.00	0.00
Delta Staff Association Award	20.11		30.52	35.00	15.63
Dr. Harry Paikin Memorial Award	212.07		400.28	374.85	237.50
The Dr. E.A. Hutton Fund	332.53		311.94	400.00	244.47
Ezra E. Parkehouse Prize	5.45		10.94	9.50	6.89
E. Michael Zebroski Music Scholarship	226.98		373.90	360.00	240.88
Elma Darlington Award	160.95		258.76	250.00	169.71
Elva Kendall Newlands Award in Literature	143.23		212.77	138.96	217.04
English Literature Award	39.32		60.92	69.00	31.24
Emily Kirby Award in Family Studies	16.79		23.92	28.00	12.71
Frank A. Magee Award	12.70		22.46	20.00	15.16
G.L. Cooper Award	37.57		53.28	50.00	40.85
George R. Allan Prize	10.83		21.87	0.00	32.70
George R.Parke Award	33.83		61.32	56.00	39.15
Gladys McAndrew Memorial Award	221.26		316.34	370.00	167.60
H.H. Lowden Award	83.01		165.32	148.39	99.94
Hamilton & District Home Builders' Award	0.00		1,479.37	0.00	1,479.37
Hamilton Draftsmen's Association Prize	213.06		421.45	390.00	244.51
Hamilton Foundation Bursary	130.76	1,900.00	37.67	1,800.00	268.43
Hamilton Place Award	25.74		14.47	16.00	24.21
Hess Street Proficiency Award	59.19		109.25	0.00	168.44

Fund	*Balance Jan.1/89*	*Donations Loans*	*Interest Receipts*	*Disbursements Transfers*	*Balance Dec.31/89*
(Unexpended Income cont'd)	*$*	*$*	*$*	*$*	*$*
Hess Street School Reunion Award	109.32		217.96	100.00	227.28
Hill Park Art Award	58.26		34.68	29.95	62.99
Ida Robb Award	66.33	16.43	131.55	140.00	74.31
James Johnson Memorial Award	521.34		1,023.74	960.00	585.08
Jansen H.H Memorial Award Fund	11.04		21.45	20.00	12.49
John McCullough Award	12.61	2.17	18.48	20.00	13.26
L. George Russell Award	18.70		36.16	34.00	20.86
Lucille LaFramboise Memorial Award	387.71		326.03	525.65	188.09
Luke H. LeRoy Award	0.00		25.14	0.00	25.14
Lawrence Munroe Scholarship	572.83		1,045.69	1,000.00	618.52
Muriel Eastman Scholarship in English	16.59		33.99	30.00	20.58
Madelaine Westland Memorial	10.40		96.71	46.00	61.11
McIlwraith War Memorial Award	7.66		15.98	14.00	9.64
Megan Lawrence Award	563.52		1,103.96	1,026.00	641.48
Memorial Award	639.00		475.41	783.40	331.01
Miss Laura Miller Award in Public Speaking	3,446.43		2,206.44	945.00	4,707.87
Miss Susan E. Bennetto Award	56.16		115.38	101.88	69.66
Murray Black Music Scholarship	0.00		268.52	0.00	268.52
Pat Kirby Citizenship Award	185.88		279.57	314.39	151.06
Royal Oak Dairy Award	107.75		102.65	120.00	90.40
Ruth Cole Award	30.61		61.45	56.46	35.60
Sandi Bell Award	212.09		82.18	250.00	44.27
Seneca School Citizenship Foundation Award	38.86		21.27	12.85	47.28
Sharon MacKay Trust Fund	329.82		424.73	500.00	254.55
Sino-Canadian Friendship Award	505.77		1,234.35	0.00	1,740.12
Sir Allan MacNab Academic Award	48.10	945.00	169.43	1,110.40	52.13
Sir John A. Macdonald Secondary School Award	91.65		145.46	140.00	97.11
Sir John M. Gibson Award	57.19		114.59	106.00	65.78
Stella Osborn Award	134.79		602.54	0.00	737.33
Strathcona Reunion Committee Award	30.49		64.31	59.29	35.51
Thomas F. McIlwraith Award	10.27		21.28	19.00	12.55
The Doris Gasse Award	38.70		59.53	68.00	30.23
The Norman E. Reid Award	207.72		319.97	360.00	167.69
Vern Ames Prize in Mathematics	381.61		754.54	690.00	446.15
Wm. Alexander Lees Memorial Scholarship	255.60	16.05	517.50	496.00	293.15
Wm. Flannigan Geography Prize	41.87		62.82	70.00	34.69
	$14,346.93	**$3,865.00**	**$22,184.74**	**$20,900.81**	**$19,495.86**

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON FOUNDATION
ANALYSIS OF INVESTMENTS
AS OF DECEMBER 31, 1989

	Dom. of Can. 3.00% Due Sept 15/96	*Gov't of Can. 11.50% Due Dec 15/93*	*Montreal Trust 10.75% Jun 16/89- Jun 14/92*	*Prov. of Ont. 11.00% Jun 16/89- Jun 16/92*	*Bank of N.S. 10.75% Jun 16/89- Jun 14/92*	*Bank of N.S. 11.40% Dec 1/89- Jun 1/90*	*Total Investments*
	$	*$*	*$*	*$*	*$*	*$*	*$*
A. Morrell Memorial Scholarship		2,977.50	430.50				3,408.00
A.D. Needle Trust Fund Award			2,800.00				2,800.00
A.J. Krever Award						1,843.97	1,843.97
Andrew MacDonald Award				1,005.00			1,005.00
Art Scholarship	3,350.00		1,750.00				5,100.00
Award of Merit				500.00			500.00
Bill Mastin Memorial Award				7,146.98			7,146.98
Buchan Medal Award	800.00		250.00				1,050.00
C.G.W. McKague Award						1,843.97	1,843.97
C. Thomas Lowe Memorial Award				925.00			925.00
Carol Moule Memorial Award					29,701.55	980.00	30,681.55
Delta Staff Association Award				250.00			250.00
Dr. Harry Paikin Memorial Fund				3,925.00			3,925.00
The Dr. E.A. Hutton Fund				2,444.27			2,444.27
Ezra E. Parkehouse Prize			100.00				100.00
E. Michael Zebroski Music Scholarship				3,535.28			3,535.28
Elma Darlington Award				2,000.00			2,000.00
Elva Kendall Newlands Award in Literature				2,000.00			2,000.00
English Literature Award				500.00			500.00
Emily Kirby Award in Family Studies				200.00			200.00
Frank A. Magee Award			211.50				211.50
G.L. Cooper Award				500.00			500.00
George R. Allan Prize			200.00				200.00
George R. Parke Award			590.00				590.00
Gladys McAndrew Memorial Award				2,623.56		170.00	2,793.56
H.H. Lowden Award			1,550.00				1,550.00
Hamilton & District Home Bldrs. Assoc. Award						35,675.02	35,675.02
Hamilton Draftmen's Association Prize			3,850.00				3,850.00
Hamilton Place Award				100.00			100.00
Hess Street Proficiency Award				1,050.00			1,050.00
Hess Street School Reunion Award			2,000.00				2,000.00
Hill Park Art Award				250.00			250.00
Ida Robb Award			1,274.35				1,274.35
James Johnson Memorial Award	600.00		9,416.18				10,016.18

(Analysis of Investments cont'd)

	Dom. of Can. 3.00% Due Sept 15/96	*Gov't of Can. 11.50% Due Dec 15/93*	*Montreal Trust 10.75% Jun 16/89- Jun 14/92*	*Prov. of Ont. 11.00% Jun 16/89- Jun 16/92*	*Bank of N.S. 10.75% Jun 16/89- Jun 14/92*	*Bank of N.S. 11.40% Dec 1/89- Jun 1/90*	*Total Investments*
	$	*$*	*$*	*$*	*$*	*$*	*$*
Jansen H.H. Memorial Award				202.55			202.55
John McCullough Award	400.00		50.00				450.00
L. George Russell Award			343.50				343.50
Lucille LaFramboise Memorial Award				2,758.00		325.65	3,083.65
Luke H. LeRoy Award						500.00	500.00
Lawrence Munroe Scholarship			9,503.60				9,503.60
Muriel Eastman Scholarship in English			328.87				328.87
Madelaine Westland Memorial				1,000.00			1,000.00
McIlwraith War Memorial Award			150.00				150.00
Megan Lawrence Estate				10,500.00			10,500.00
Memorial Award	2,233.00		3,700.00				5,933.00
Miss Laura Miller Award in Public Speaking				17,000.00			17,000.00
Miss Susan E. Bennetto Award			1,116.25				1,116.25
Murray Black Music Scholarship				4,500.00			4,500.00
Pat Kirby Citizenship Award				2,348.20		160.00	2,508.20
Royal Oak Dairy Award				800.00			800.00
Ruth Cole Award			594.37				594.37
Sandi Bell Award				680.00			680.00
Seneca School Citizenship Foundation Award				150.00			150.00
Sharon MacKay Trust Fund				3,474.00			3,474.00
Sino-Canadian Friendship Award			4,561.40				4,561.40
Sir Allan MacNab Academic Award						1,930.40	1,930.40
Sir John A. Macdonald Secondary School Award	1,117.00		1,000.00				2,117.00
Sir John M. Gibson Award			1,100.00				1,100.00
Stella Osborn Award				6,046.00			6,046.00
Strathcona Reunion Committee Award			600.00				600.00
Thomas F. McIlwraith Award			200.00				200.00
The Doris Gasse Award				500.00			500.00
The Norman E. Reid Award				2,577.00			2,577.00
Vern Ames Prize in Mathematics			7,202.75				7,202.75
Wm. Alexander Lees Memorial Scholarship					5,000.00		5,000.00
Wm. Flannigan Geography Prize				500.00			500.00
	$8,500.00	**$ 2,977.50**	**$54,873.27**	**$81,990.84**	**$34,701.55**	**$43,429.01**	**$226,472.17**
Market Value December 31, 1989	**$5,801.25**	**$2,988.75**	**$54,873.27**	**$81,990.84**	**$34,701.55**	**$43,429.01**	**$223,784.67**

ANNUAL REPORT 1989

The Board of Education For the City of Hamilton

1989
FINANCIAL STATEMENTS

Prepared by:

Accounting Department

Submitted by:

Paul E. Shewfelt,

Superintendent of
Finance and Treasurer

Approved by:

Keith A. Rielly,

Director of Education
and Secretary of the Board

Treasurer's Report

To the Chairman and Members
Operations Management Committee
The Board of Education for the City of Hamilton
Hamilton, Ontario

Ladies and Gentlemen:

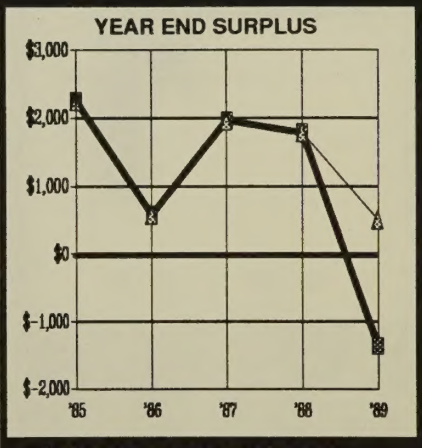
I am pleased to present the 1989 annual audited Financial Statements of The Board of Education for the City of Hamilton. These statements were prepared by the staff of the Finance Department in accordance with generally accepted accounting principles for Ontario school boards and the Ministry of Education.

The net result of our 1989 financial operations is a deficit of $1,365,000 attributed to the unforseen remedial expenditures of $1,855,000 for the removal and/or encapsulation of asbestos in the Board's facilities. A surplus of approximately $500,000 would have resulted had these expenditures not been required. This deficit will be included in the budget estimates for the 1990 fiscal year and is therefore shown on the balance sheet as an account receivable to be collected as a portion of the 1990 levy.

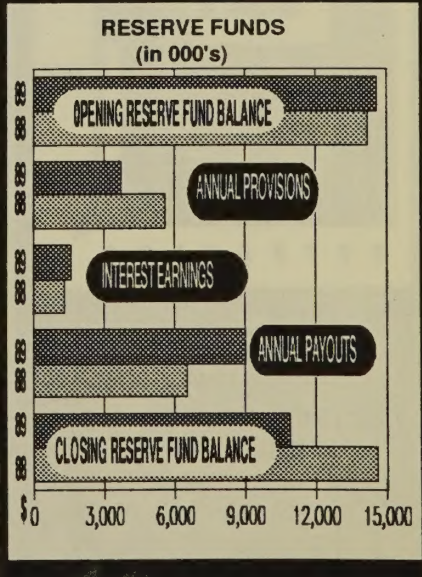
An overview of the Balance Sheet portrays the sound financial position of the Board. We have approximately $28,500,000 in cash and short-term deposits, generating interest earnings at the highest rates, commensurate with minimum risk. These funds consist of reserve fund investments of $21,366,000 and $7,134,000 in investments of funds available for payment of net outstanding liabilities charged to current operations, but not due for payment until after December 31, 1989.

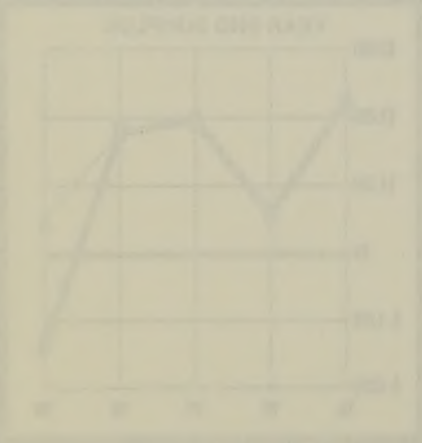
Our Equity in Reserve Funds indicates a balance of $10,900,000 for 1989, compared to $14,600,000 for 1988. This decrease of $3,700,000 is due primarily to the use of Capital Reserve Funds for the construction of Lincoln M. Alexander Elementary School at a cost of $3,140,000. The remaining Reserve reduction came from the Retiring Gratuities Reserve, which is fully funded through an annual actuarial-based provision.

1989



Asbestos removal cost the Board an unbugeted $1.85 million during 1989. Without this expenditure a $500,000 surplus would have resulted.

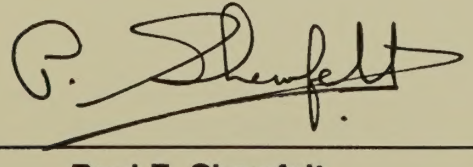




The growth in pupil enrolments since 1987 and initiatives of the Ministry of Education have resulted in increased staffing and the need for the construction of new schools, additions and major renovations to existing schools. These factors have placed financial demands on our Capital Reserves and cash flow. Accordingly, this year we issued our first debenture since 1979, in the amount of $3,416,508 to finance our portion of the cost of completing the construction of Sir Wilfrid Laurier Elementary School. Additional debenture issues are planned for 1990. In addition, it became necessary to establish a line of credit to temporarily finance day to day operating and capital expenditures.

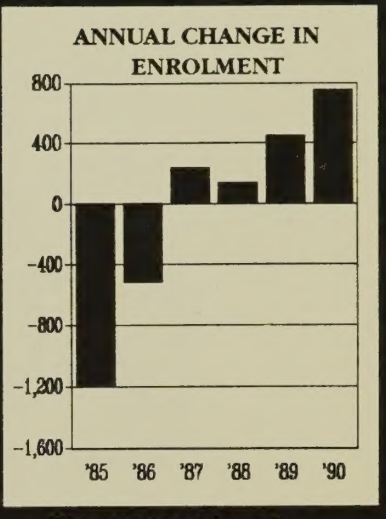
Throughout 1989, the success of both the Ontario School Board Insurance Exchange (OSBIE) and the natural gas consortium have produced considerable benefits. In addition to the insurance premium reductions, OSBIE provides a valuable support service which has had a positive impact on our decisions. The gas consortium has secured reduced energy rates through the bulk purchase of natural gas. This initiative has been a significant hedge against volatile prices.

The financial strength of our Board relies on the resourcefulness of all staff. As an organization of some 4,000 full-time and 3,000 part-time staff, the coordination of system requirements and leadership in the economic process will continue to challenge the Finance Team. The future holds a kaleidoscope of uncertainty. As we face the impinging effects of declining provincial support, pooling and the impact of new provincial initiatives through legislation, our combined strengths and clear focus on the Board's mission will direct our energies to the benefits of all students and staff.

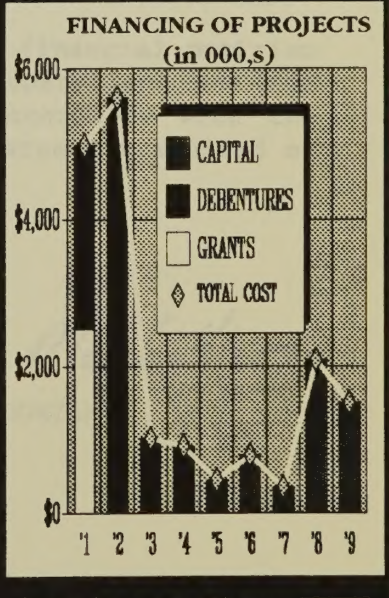


Paul E. Shewfelt
Superintendent of Finance & Treasurer

1989



The upward trend in enrolment has continued since 1987.



1. Wellington Chase
2. Gurnett Neighbourhood
3. James MacDonald
4. A.M. Cunningham
5. Peace Memorial
6. Adelaide Hoodless
7. G.L. Armstrong
8. Centennial
9. Delta

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732
Fax: 572-9333

AUDITORS' REPORT

To the Supporters of The Board of
Education for the City of Hamilton

We have examined the Balance Sheet of the Board of Education for the City of Hamilton as at December 31, 1989, the Revenue Fund Statement of Operations, the Capital Fund Statement of Operations and the Reserve Fund Statement of Continuity for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Board as at December 31, 1989, the results of its operations and the changes in its reserve funds for the year then ended in accordance with the accounting principles described in note 1 to the financial statements applied on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

CHARTERED ACCOUNTANTS

Hamilton, Canada
March 16, 1990

The Board of Education for the City of Hamilton
Balance Sheet
As at December 31, 1989
(With Comparative Figures for 1988)

Assets

Current Assets	*1989* $	*1988* $
Cash and Short-term Deposits	28,497,077	31,400,752
Accounts Receivable		
Under- Requisition (Elementary)	649,842	-
Under- Requisition (Secondary)	715,784	-
Other School Boards	470,637	279,934
Government of Ontario	4,941,673	3,564,959
Other	1,089,954	1,078,496
Prepaid Expenses	253,672	92,080
Other Current Assets	147,622	148,126
	36,766,261	36,564,347
Capital Outlay to be Recovered In Future Years - Note 1(b)	4,678,668	2,271,094
	$41,444,929	$38,835,441

Liabilities

Current Liabilities	*1989* $	*1988* $
Accounts Payable		
Over-Requisition (Elementary) - Note 1(d)	-	610,365
Over-Requisition (Secondary) - Note 1(d)	-	1,169,792
Trade Payables & Accrued Liabilities	12,452,304	9,360,586
Reserve for Assessment Appeal - Note 3		
(Elementary)	767,250	474,000
(Secondary)	922,750	526,000
Deferred Income	2,947,639	4,583,212
	17,089,943	16,723,955
Net Long-term Liabilities - Note 4	4,678,668	2,271,094
Reserve for Working Funds - Note 1(c)	5,500,000	5,250,000
Equity in Reserve Funds - Note 1(c)	10,891,340	14,590,392
Unexpended Capital Funds	3,284,978	-
	$41,444,929	$38,835,441

The Board of Education for the City of Hamilton
Revenue Fund Statement of Operations
For the year Ended December 31, 1989
(With Comparative Figures for 1988)

	1989			1988
	Elementary	*Secondary*	*TOTAL*	*TOTAL*
Expenditure	*$*	*$*	*$*	*$*
Business Administration	2,022,189	2,118,246	4,140,435	3,640,198
General Administration	759,687	795,774	1,555,461	1,833,571
Computer Services	924,761	1,101,003	2,025,764	1,460,363
Instruction	99,925,000	71,510,178	171,435,178	154,744,399
Plant Operation and Maintenance	15,013,909	11,175,923	26,189,832	24,415,515
Transportation	4,522,142	426,740	4,948,882	4,235,387
Tuition Fees	81,067	2,355,361	2,436,428	1,810,427
Capital Expenditure (Non-Allocable)	10,544,362	2,141,601	12,685,963	6,001,003
Debt Charges - Note 5	366,622	796,318	1,162,940	1,567,565
Other Operating Expenditure	1,328,319	1,753,318	3,081,637	3,121,258
Non-operating Expenditure Excluding Transfers to Reserves	796,966	546,165	1,343,131	1,497,266
TOTAL EXPENDITURE	136,285,024	94,720,627	231,005,651	204,326,952
Recovery of Expenditure				
Other School Boards - Tuition Fees & Miscellaneous	440,193	12,184,810	12,625,003	9,977,272
Government of Ontario - Miscellaneous	411,569	329,100	740,669	328,096
Government of Canada	67,623	196,649	264,272	394,771
Individuals - Tuition Fees	204,447	573,210	777,657	726,291
Other Revenue Excluding Transfers from Reserves	2,705,297	1,537,362	4,242,659	4,604,822
Total Recovery of Expenditure	3,829,129	14,821,131	18,650,260	16,031,252
NET EXPENDITURE	**$ 132,455,895**	**$ 79,899,496**	**$ 212,355,391**	$188,295,700
Financing of Net Expenditure				
Government of Ontario				
General Legislative Grants	$47,836,890	$19,368,020	$67,204,910	$64,553,186
Local Taxation				
Previous Year's Over Requisition - Note 1(d)	167,602	1,033,429	1,201,031	1,940,677
Local Taxation Raised in Current Year	80,031,532	58,201,247	138,232,779	122,620,221
Refund of Taxes for Reasons of Employees' Withdrawal of Services	---	---	---	545,000
Decrease in Reserves Other than Reserve for Refund of Taxes	4,166,779	874,266	5,041,045	656,773
	84,365,913	60,108,942	144,474,855	125,762,671
To be Applied to the Following Year's Taxation				
Reserve for Assessment Appeal - Note 3	(396,750)	(293,250)	(690,000)	(240,000)
Net Under (Over) Requisition - Note 1 (d)	649,842	715,784	1,365,626	(1,780,157)
TOTAL FINANCING	**$132,455,895**	**$79,899,496**	**$212,355,391**	$188,295,700

The Board of Education for the City of Hamilton
Capital Fund Statement of Operations
For the Year Ended December 31, 1989
(With Comparative Figures for 1988)

Capital Expenditure	1989 $	1988 $
Fixed Assets and Work in Progress		
Buildings	12,599,988	5,898,447
Furniture and Equipment	3,311,789	3,175,911
School Sites and Improvements to Sites	217,504	102,557
Total Capital Expenditure	**$16,129,281**	$ 9,176,915
Capital Financing		
Long-Term Liabilities Issued and Sold	3,416,508	---
Capital Expenditure from the Revenue Fund	15,997,751	9,176,915
Unexpended Funds at End of Year	(3,284,978)	---
Total Capital Financing	**$16,129,281**	$9,176,915

Reserve Fund Statement of Continuity
For the Year Ended December 31, 1989
(With Comparative Figures for 1988

	Capital $	*Retiring Gratuities* $	*1989 Total* $	*1988 Total* $
Balance,December 31,1988	7,669,149	6,921,243	14,590,392	14,215,880
Total amount provided during year from the Revenue Fund	2,323,870	1,374,000	3,697,870	5,602,766
Earnings on Reserve Fund investments	812,118	779,875	1,591,993	1,281,285
	10,805,137	9,075,118	19,880,255	21,099,931
Transfers to the Revenue Fund	6,275,611	2,713,304	8,988,915	6,509,539
Balance,December 31,1989	$4,529,526	$6,361,814	**$10,891,340**	$14,590,392

1. ***Accounting Principles***

The financial statements have been prepared by the Board using accounting principles that are prescribed by the Ministry of Education and are considered appropriate for Ontario School Boards. These principles are in accordance with generally accepted accounting principles except as follows:

(a) ***Accrual Accounting***

Revenue and expenditure are accounted for on the accrual basis of accounting except that no provision is made for interest on unmatured debenture debt from the date of payment to the end of the fiscal year.

(b) ***Fixed Assets***

Fixed assets are charged to current expenditure unless financed by long-term debt. Principal and interest charges on net long-term liabilities are included as expenditures in the period due. Fixed assets, described as capital outlay to be recovered in future years, are included on the balance sheet only to the extent of the balances of the related net long-term liabilities outstanding.

(c) ***Reserves and Reserve Funds***

Reserves and reserve funds represent funds appropriated for general and specific purposes and are charged or credited to revenue fund operations in the year appropriated or drawn down. The amounts in reserves and reserve funds are approved by the Board and are within the limits defined in the Education Act.

(d) ***Under/Over Requisition of Taxes***

The difference between the net expenditure of any year and the amounts received to finance these expenditures is carried forward to the subsequent year to either increase or reduce the net revenue requirement from ratepayers.

(e) ***Supplementary Taxes***

Supplementary taxes are deferred in the year received and recorded as revenue in the following year.

2. ***Retirement Gratuities Plans***

Employees may become entitled to cash payments when they leave the employment of the Board for purposes of retirement providing they meet the prescribed age or service requirements. $2,713,304 and $2,150,981 in retiring gratuities were paid during 1989 and 1988 respectively. An amount of $6,361,814 is provided by way of a reserve fund. The amount of the total liability in respect of employees who meet the vesting requirements of the plans at the end of 1989 is $28,718,125. Notwithstanding the use of reserve funds, recognition for General Legislative Grants purposes continues to be made in respect of the actual amounts paid to employees.

3. ***Reserve for Assessment Appeal***

As a result of the Ontario Municipal Board decision to allow a reduction in property tax assessment to Dofasco Inc. for the years 1983 to 1986 and Dofasco's subsequent appeal for a reduction in its 1987, 1988 and 1989 assessments, the school board has established a reserve to recognize its potential net loss of $1,690,000 in tax revenues for the years 1983 to 1989 inclusive.

In this regard, the school board has authorized the Regional Assessment Commissioner, on its behalf, to appeal the Dofasco Inc. decision by the Ontario Municipal Board. If this appeal is successful, the funds credited to the reserve will be released for return to the ratepayers.

4. ***Net Long-Term Liabilities***

Of the net long-term liabilities outstanding of $4,678,668, principal amounting to $2,265,009 plus interest amounting to $1,914,960 is payable over the next five years as follows:

	Principal	Interest	Total
1990	$ 818,804	$ 434,222	$1,253,026
1991	$ 542,715	$ 387,209	$ 929,924
1992	$ 306,681	$ 371,079	$ 677,760
1993	$ 295,797	$ 364,318	$ 660,115
1994	$ 301,012	$ 358,132	$ 659,144
	$2,265,009	$1,914,960	$4,179,969

5. *Debt Charges*

The Revenue Fund expenditure for debt charges includes principal and interest payments as follows:

	Elementary	*Secondary*
Principal payments on long-term liabilities	$296,294	$712,640
Interest payments on long-term liabilities	$ 70,328	$ 83,678
	$366,622	$796,318

6. *Pension Plan Costs*

All non-teaching employees of the school board are eligible to be members of the Ontario Municipal Employees Retirement System which is a multi-employer final average pay contribution plan. Employer contributions made to the plan during the year by the Boardamounted to $1,623,032 (1988 $1,641,790).

Not shown in the financial statements of the Board are the employer's contributions to the Teachers' Superannuation fund. The funding for such is provided directly by the Provincial Government.

7. *Ontario School Board Exchange*

The school board joined, effective October 1, 1987 for a five year period, the Ontario School Board Insurance Exchange (OSBIE), a reciprocal insurance company licenced under the Insurance Act. OSBIE insures general public liability, property damage and certain other risks.

8. *Consortium Gas Purchase Agreement*

The school board joined, effective August 17, 1988, for a period of four years a buy/sell gas consortium with nine other school boards for the direct purchase and sale of natural gas.

9. *Contracted Obligations*

Commitments outstanding at December 31, 1989 relating to uncompleted contracts for the construction of buildings are estimated at $7,500,000.

Education Centre
100 Main Street West
Hamilton, Ontario

April 10, 1990

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: School Year and School Holidays

In accordance with Regulation 822:82 (under the Education Act), Boards of Education are required to prepare, adopt and submit to the Regional Directors of Education, Ministry of Education, a yearly school calendar.

Please note the following regarding the 1990-91 calendars:

1. The school year is set to commence on September 4, 1990 and concludes on June 28, 1991. This is a school year of 194 days, which is in agreement with Regulation 822:82.

2. The calendar includes 9 professional activity days; Regulation 822:82 requires: "...school year shall include a minimum of 194 school days of which up to 9 days may be designated by the Board as professional activity days...".

3. In concert with Regulation 822:82, all secondary schools are within the 15-day maximum allowed for examination purposes.

4. The Ministry requires a minimum of 185 instructional days; this calendar calls for 185.

5. This calendar was developed in conjunction with the Wentworth County and the Hamilton-Wentworth Roman Catholic Separate School Boards..

6. The recommendations in this calendar were developed by a Committee consisting of the Associate Director, Superintendent of Information Services, Administrative Assistant to the Director's Office, Area Supervisor, Staff Development Program Leader, Curriculum Co-ordinators, Representatives from A.E.F.O., O.S.S.T.F, H.T.F., Principals and the Home & School Association.

It is recommended that:

THE ATTACHED CALENDARS FOR THE HAMILTON BOARD OF EDUCATION FOR THE 1990 - 1991 SCHOOL YEAR BE APPROVED.

Prepared and Submitted by:

Al Stockwell
Associate Director of Education

Approved by:

Keith A. Rielly
Director of Education and
Secretary of the Board

/ls

PROFESSIONAL ACTIVITY DAYS - 1990 - 1991

RATIONALE

1. ***School-Based P.A. Days***

September 14, October 1, November 1, 1990; February 8, 1991 - Elementary - School-based P.A. Days are vital to decentralized school-based planning at all levels in the Hamilton Elementary System. These days are used in a variety of ways based on each school's long-range plans. Among the areas addressed are in-service requirements of staff to implement the school plan, in-service of staff to implement system thrusts (e.g. activity-based learning), program and team planning, staff conferences regarding individual pupils and conference attendance.

2. ***Elementary- Parent-Teacher Interviews***

December 5, 1990; March 21, June 4, 1991 - Communication between the home and school is one of the most important aspects in the success of the child at school. Working together as a team, the teacher and parent/guardian are able to share in the ongoing development of the individual. The parent/teacher conference is one of the most effective methods of providing the parents with a clearer understanding of their child's progress.

Academic progress, social skill development, program identification as well as specific general concerns are among areas discussed. Discussion regarding future placements and special needs, to name but two, are also topics that may be raised.

Although opportunities for interviews are available at any time during the school year on a parent or teacher initiated basis, the three scheduled dates ensure a system-directed focus to all parents. As well as interviews on these specific days, some time may be devoted to staff development.

3. ***Curriculum Implementation Day***

October 1, 1990 - Vocational Secondary, Composite Secondary
October 26, 1990 - G. P. Vanier Secondary - this day will be planned by Superintendents of Schools, Area Supervisors, Secondary Principals and Coordinators. As a continuation of the March 2, 1990 day, there will be an increased focus on individual subject areas.

4. ***Turn-Around Days***

January 29-31, 1991 - Vocational Secondary,
January 30-31, 1991 - Composite Secondary; G. P. Vanier - Each principal is responsible for organizing the program for the turn-around days at the end of the semester. Teachers in each subject department will review student results, course materials, course aims and objectives and make any necessary revisions. Course outlines and evaluation policies will be prepared for distribution to Semester 2 students.

Administration and guidance personnel will: review student results; counsel Semester 1 students - both leaving school and those requiring program changes for second semester; process Semester 2 intake of students.

Librarian will process outstanding book accounts from Semester 1 and reorganize library materials and programs in preparation for Semester 2.

5. ***Year-End Days***

June 28, 1991 - Elementary - The past year will be reviewed and planning for next year will take place to provide continuity to the school program. An orientation program will be provided for teachers who will be new to the school in the following September.

June 25-28, 1991 - Vocational Secondary
June 24-28, 1991 - Composite Secondary/G. P. Vanier - These days are used to finalize marks, prepare for graduation, complete staffing requirements for the coming year, review program and complete other year-end activities.

Classroom teachers compile final marks, assist in promotion meetings, counsel students on a subject basis. They also participate in graduation ceremonies, in-service sessions and preparation for the coming year.

Heads of Departments review final marks, assist in promotion meetings and graduation. They modify courses, check equipment and supplies and in-service new staff.

Guidance counsellors participate in promotion meetings and graduation. They counsel students regarding summer school and course changes.

Professional Activity Days

① School-oriented in-service; program planning, implementation and evaluation.

② Parent/teacher interviews to promote a better understanding and communication between the schools and the community they serve.

③ Curriculum implementation by Superintendents of Schools, Area Supervisors, Principals and Co-ordinators.

④ Turn-Around or Year-End (secondary) - evaluation of the semester just ended and organization for the ensuing semester.

⑤ Year-End (elementary) - day used for evaluation, orientation and school closing.

⑥ Hamilton Teachers' Federation, Ontario Secondary School Teachers' Federation, A.E.F.O. - a professional activity day.

1990 - 1991 Professional Activity Days

Date	Elementary Alter.Ed.	Vocational	Composite	G.P.Vanier	Alter.Ed.
Sept. 14	① in-school				
Oct. 1	① in-school	③ curr. imp.	③ curr. imp.		③ curr. imp.
Oct. 26				③ curr. imp.	
Nov. 1	① in-school				
Dec. 5	② interviews JK-8				
Jan. 29-31		④ turn-around			
Jan. 30-31			④ turn-around	④ turn-around	
Feb. 8	① in-school				
Mar. 21	② interviews				
April 26		⑥ OSSTF	⑥ OSSTF		⑥ OSSTF
May 10	⑥ HTF			⑥ AEFO	
June 4	② interviews				
June 20-28					⑤ year-end
June 25-28		⑤ year-end			
June 24-28			⑤ year-end	⑤ year-end	
June 28	⑤ year-end				

Ministry of Education
Ontario

School Year Calendar 1990-91

[x] Elementary [ ] Secondary

School Board: The Board of Education for the City of Hamilton

School: Elementary, Alternative Education

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ⊠ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September	1	18							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H									P										
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November	1	21					1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
							P																					
December	1	14		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
						P													H	H	H	H	H	H				
January		19			1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H																				
February	1	19						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
													P															
March	1	13						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H				P						H
April		21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H																								
May	1	21				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
													P						H									
June	2	18		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
					P																		P					
Total	9	185																										

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Lawrence Alternative Education Program

Approved by (signature of Board Officer)

Legend: H - Statutory School Holiday; E - Scheduled Examination Day; P - Professional Activity Day; ⊘ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22	4				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
									E	E	E	E																
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	2	17	5		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H													E	E	E	E	E	P	P	
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	5	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H					E	E	E	E	E										P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	5	15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
																			P	P	P	P	P					
Total	9	185	14																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Phoenix Alternative Education Program

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ☑ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22					1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January		19			1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H																				
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H																			P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	7	13		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
																	P	P	P	P	P	P	P					
Total	9	185	0																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Ainslie Wood, Caledon, Crestwood, Parkview Vocational Secondary Schools

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ☒ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22					1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
December		14		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	3	16	4		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H													E	E	E	E	P	P	P	
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		15						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H																			P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	4	16	6	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
														E	E	E	E	E	E	P	P	P	P					
Total	9	185	10																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Barton Secondary School

Approved by (signature of Board Officer)

Legend: H - Statutory School Holiday; E - Scheduled Examination Day; P - Professional Activity Day; ⊠ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22	2				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
											E	E																
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	2	17	5		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H													E	E	E	E	E	P	P	
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	2	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H								E	E										P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	5	15	6	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
													E	E	E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Delta Secondary School

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ⊘- Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22	1				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
											E																	
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	2	17	6		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H												E	E	E	E	E	E	P	P		
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	1	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H									E										P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	5	15	7	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
												E	E	E	E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Glendale Secondary School

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ⊘ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22	3				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
										E	E	E																
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	2	17	5		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H													E	E	E	E	E	P	P	
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	3	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H							E	E	E										P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	5	15	4	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
															E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

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Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Sherwood Secondary School

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ⊘ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September	1	18							3 H	4 P	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
October	1	21		1 P	2	3	4	5	8 H	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
November		22	1				1	2	5	6	7 E	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24 H	25 H	26 H	27 H	28 H	31 H				
January	2	17	6 ½		1 H	2 H	3 H	4 H	7	8	9	10	11	14	15	16	17	18	21 E	22 E	23 E	24 E	25 E	28 E	29 E	30 P	31 P	
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8 H	11 H	12 H	13 H	14 H	15 H	18	19	20	21	22	25	26	27	28	29 H
April	1	20	1	1 H	2	3	4	5	8	9	10	11	12 E	15	16	17	18	19	22	23	24	25	26 P	29	30			
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20 H	21	22	23	24	27	28	29	30	31
June	4	16	6 ½	3	4	5	6	7	10	11	12	13	14 E	17 E	18 E	19 E	20 E	21 E	24 E	25 P	26 P	27 P	28 P					
Total	9	185	15																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

50-0997(Rev.11/89)

Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Sir John A. Macdonald Secondary School

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ☑ - Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22	3				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
									E	E	E																	
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	2	17	4		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H														E	E	E	E	P	P		
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	3	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H							E	E	E										P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	5	15	5	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
														E	E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

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50-0997(Rev.11/89)

Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Sir Winston Churchill, Hill Park, Sir Allan MacNab, Westdale, Scott Park

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ☒- Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
October	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H																			
November		22	3				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
										E	E	E																
December		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
January	2	17	4		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H														E	E	E	E	P	P		
February		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	3	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H							E	E	E										P					
May		22				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																			H									
June	5	15	5	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
														E	E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

50-0997 (Rev.11/89)

Ministry of Education
Ontario

School Year Calendar 1990-91

☐ Elementary ☒ Secondary

School Board: The Board of Education for the City of Hamilton

School: Westmount Secondary School

Approved by (signature of Board Officer)

Legend: H- Statutory School Holiday; E- Scheduled Examination Day; P- Professional Activity Day; ⊠- Half Day

Month	Number of Professional Activity Days	Number of Instructional Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		19	1						3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			E
October	1	21	1	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
				P					H														E					
November		22	1				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
																							E					
December		15	1	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
													E						H	H	H	H	H	H				
January	2	17	3		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H															E	E	E	P	P	
February		20	1					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
																							E					
March		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
April	1	20	1	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H									E										P					
May		22	2			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
								E											H									E
June	5	15	4	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
															E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

Note: The Regular School Year Calendar 1990-91 provides a total of 195 school days to be comprised of at least 185 Instructional days and no more than 9 Professional Activity days. This provides 1 extra day which must be taken either at the beginning or the end of the school year.

50-0997(Rev.11/89)

Ministère de l'Éducation
Ontario

Calendrier scolaire 1990-91

☐ élémentaire ☒ secondaire

conseil scolaire: Le Conseil D'Éducation de la Ville de Hamilton

école: Ecole Secondaire Georges-P.-Vanier

approuvé par (signature du reponsable du conseil)

Sigles : H- vacance scolaire règlementaire; E- jour d'examen déterminé; P- journée pédagogique; ⊘ - demi-journée

Mois	journées pédagogiques	jours de cours	jours d'examen déterminés	1re semaine					2e semaine					3e semaine					4e semaine					5e semaine				
				L	M	M	J	V	L	M	M	J	V	L	M	M	J	V	L	M	M	J	V	L	M	M	J	V
septembre		19							3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28
									H																			
octobre	1	21		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
									H														P					
novembre		22	3				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
										E	E	E																
décembre		15		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																			H	H	H	H	H	H				
janvier	2	17	4		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
					H	H	H	H														E	E	E	E	P	P		
février		20						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
mars		14						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
													H	H	H	H	H	H										H
avril		21	3	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
				H							E	E	E															
mai	1	21				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
													P						H									
juin	5	15	5	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
														E	E	E	E	E	P	P	P	P	P					
Total	9	185	15																									

Remarque : Normalement, le calendrier scolaire 1990-91 comporte au total 195 jours d'école dont 185 au moins seront des journées d'enseignement et pas plus de 9 des journées pédagogiques. Il reste ainsi 1 autre jour qui, en règle générale, doit être pris soit au début, soit à la fin de l'année scolaire.

Holiday Schedule

That the following Holiday Schedule for Secondary School offices and the Education Centre offices be incorporated into the 1990-91 School Year Calendar:

Monday, September 3, 1990	- Labour Day
Monday, October 8, 1990	- Thanksgiving Day
Monday, December 24, 1990	- 12:00 Noon Closing
Tuesday, December 25, 1990	- Christmas Day
Wednesday, December 26, 1990	- Boxing Day
Monday, December 31, 1990	- 12:00 Noon Closing
Tuesday, January 1, 1991	- New Year's Day
Friday, March 29, 1991	- Good Friday
Monday, April 1, 1991	- Easter Monday
Monday, May 20, 1991	- Victoria Day
Monday, July 1, 1991	- Canada Day
Monday, August 5, 1991	- Civic Day

1990 04 10

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario,

Ladies & Gentlemen:

Re: James MacDonald School Addition

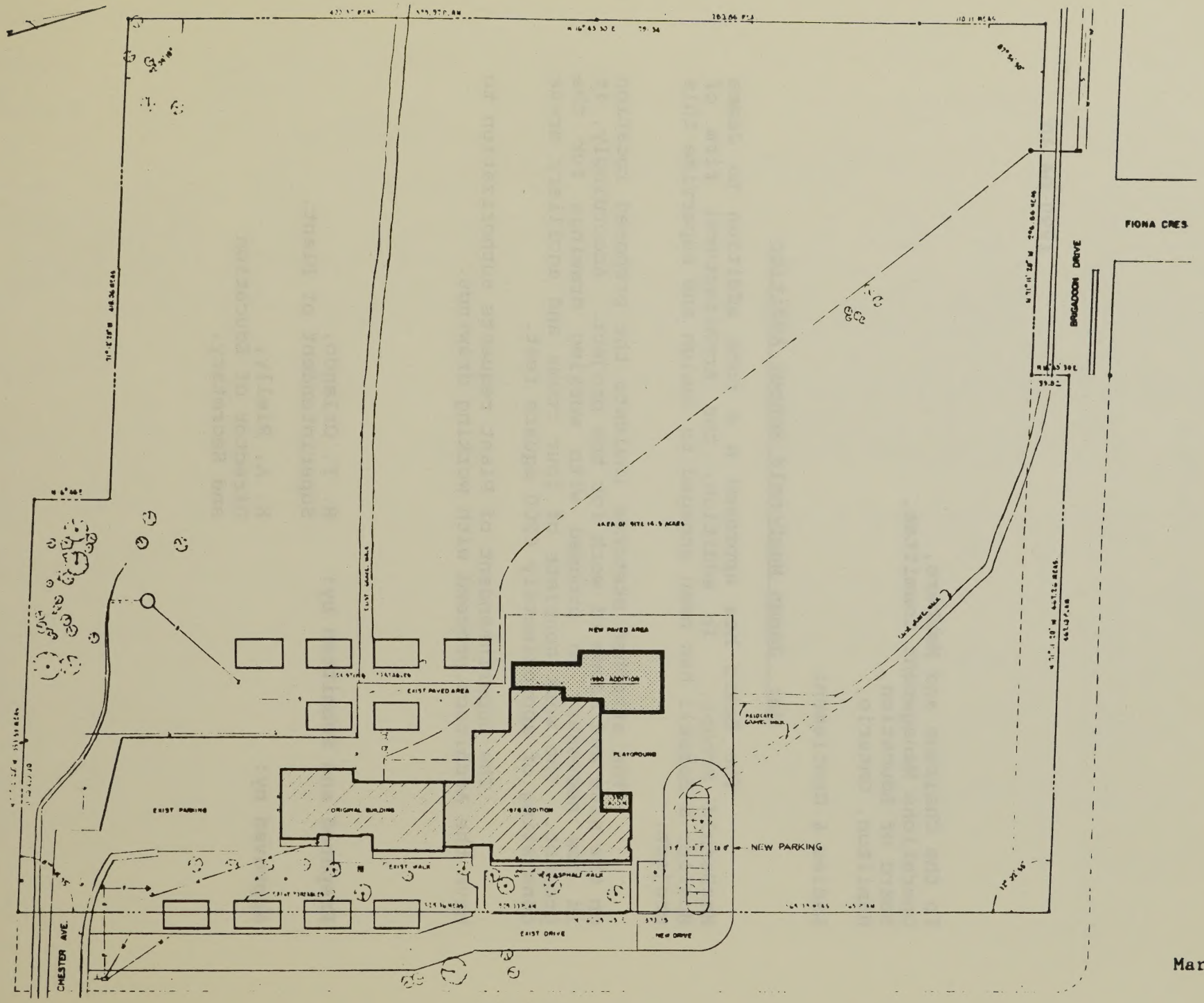
The Board has approved a 4 room addition to James MacDonald School. In addition, the Architectural firm of Moeller & Hassell has been engaged to design and supervise this project.

The attached sketches indicate the proposed location on the site and scope of work for the project. Accordingly, it is now necessary to proceed with working drawings for the project. The work consists of four rooms and ancillary areas consisting of approximately 6200 square feet.

The Superintendent of Plant requests authorization to have the Architect proceed with working drawings.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

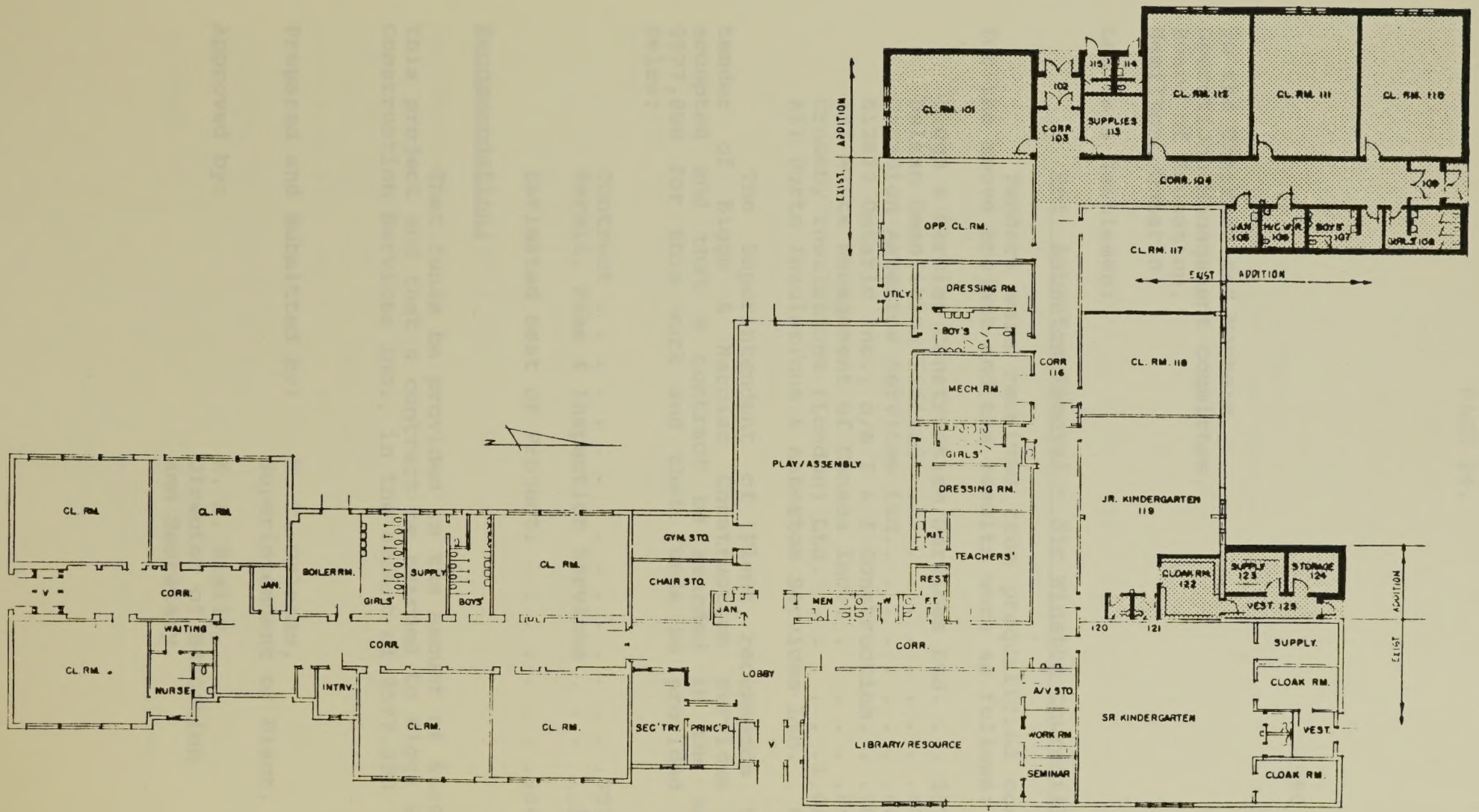


SITE PLAN

March 30, 1990

MOELLER & HASSELL
architects and engineers inc.
Hamilton Ontario

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
ADDITION TO JAMES MacDONALD SCHOOL
CHESTER AVENUE, HAMILTON ONTARIO



FLOOR PLAN

SCALE 0 5 10 15 20 25

March 30, 1990

MOELLER & HASSELL
architect and engineer inc.
Hamilton Ontario

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
ADDITION TO JAMES MacDONALD SCHOOL
CHESTER AVENUE, HAMILTON ONTARIO.

1990 04 10

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Asbestos Removal - Sir Winston Churchill S.S.

Tenders were received from prequalified contractors for the above project and the results were as follows:

Biggs & Narciso Construction Services Ltd. . .	$577,800
Delsan Demolition Limited	.608,000
Canadian Asbestos Services Ltd..	.681,100
512823 Ontario Inc., o/a I & I Construction. .	.782,605
WMI Waste Management of Canada Inc..	.864,000
Crossby Insulations (London) Ltd.	.1,087,000
All Ports Insulations & Asbestos Services Ltd.	no bid

The Superintendent of Plant recommends that the tender of Biggs & Narciso Construction Services Ltd. be accepted and that a contract be awarded in the amount of $577,800 for this work and that funds be provided as noted below:

Contract	.$577,800
Permit, Fees & Inspection Services . . .	62,400
Estimated cost of Project.	.$640,200

Recommendation:

That funds be provided in the amount of $640,200 for this project and that a contract be awarded to Biggs & Narciso Construction Services Inc., in the amount of $577,800

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

1990 04 10

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Tenders - G. L. Armstrong Renovations

Tenders were advertised for the above project and the following prices (including lockers) were received:

T. R. Hinan Construction Ltd.	$236,500
G. S. Wark Limited	239,900
Bestco Construction Corp.	248,000
Harm Schilthuis and Sons Limited	251,673
Falla Construction Ltd.	253,000
Canadian Engineering & Contracting Co. Limited.	254,800
The Frid Construction Company, Limited	290,000
Allard Construction of Ontario Limited	295,000
Bruen Construction Ltd.	315,039
Cochren Bros. Limited	413,800

The Superintendent of Plant recommends that the tender of T. R. Hinan Construction Ltd. be accepted and that a contract be awarded in the amount of $236,500, including the provision of lockers, and that funds be provided as noted below:

Contract price (including lockers).	$236,500
Supply & installation of heating controls	32,000
Permit, fees & contingency	76,000
Estimated cost of project	$344,500

Recommendation:

That funds be provided in the amount of $344,500 for this project and that a contract be awarded to T. R. Hinan Construction Ltd. in the amount of $236,500 (including the provision of lockers).

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

Area 4 Office
Hamilton Board of Education
50 Millwood Place
Hamilton, Ontario
L9A 2M8

1990 04 10

To The Chairman and Members
Operations Management Committee

Ladies and Gentlemen:

The March 1989 Board approved the closure of Vincent Massey School effective June 1990. Several actions have been taken to carry out the decision. They are outlined in this update report.

A. THE LOCATION

1. As a result of the June 1989 Accommodation Report three possible locations, Sir Winston Churchill, Delta and Sherwood were reviewed. Staff from the Plant Department along with Representatives from the Review and Analysis Process examined the buildings on site to determine accessibility, building modification implications and impact on existing composite programs. Moving of current composite programs within the building would be required at each site. The Plant Department was able to advise on the feasibility and the cost implications of any renovations that would be required.

2. All three sites presented concerns due to existing accommodation factors: Sir Winston Churchill experiencing program growth; Delta planning for the closure of Briarwood; and Sherwood accommodating 300 students from Wentworth County. As a result the Superintendents of Schools re-examined possible sites in all Secondary Schools. Three additional schools were considered. The Plant Department and appropriate personnel examined on site Westdale and Sir John A. MacDonald for the Vincent Massey Program and Scott Park for the possible relocation of some specialized composite programs.

3. It has taken several months to consider the accommodation alternatives. At the same time there has been a great deal of sensitivity to the need for a well supported and planned transition. The Superintendents of Schools have determined that Sir Winston Churchill be the main site for the relocation of the Vincent Massey Program.

B. PROGRAM REVIEW

1. The closure of Vincent Massey brings to an end the delivery of program in segregated settings. There will however always be a number of students age 16 - 21 requiring program directed toward physical development and the appropriate equipment requirements. Sir Winston Churchill will be the main site then for this aspect of the Senior Program.

2. The closure of Vincent Massey also begins the delivery of program for all students in integrated environments with age appropriate peers. To prepare for this a Review Team has been established. It has two mandates. The first is to make recommendations to facilitate the relocation of the Vincent Massey Program and the second is to make recommendations for the Senior Program. An interim report will be going before Senior Management this month.

C. TRANSITION

1. Throughout the Fall and Winter Term a Transition Team has been working to anticipate and plan for matters that will need to be addressed to support and facilitate the closure. The prime concern has always been and still is the readiness understanding and acceptance of all involved. The team has started to carry out its transition plans. Staff and student transitions as well as the coordination of the moving of materials and equipment will be assisted by the work of this team.

2. Special Education staff have been reviewing the Senior student population and possible placements for next year. As of September 1990 there will be 25 students in the Vincent Massey Program. Within the Senior T.R. classes across the System graduations from the program will occur. The result is the opening of some space within the entire program. It must be noted that students from the Junior Program who are turning 16 will also need to be provided for in September. In the meantime preliminary work on the review of the Senior T.R. Program (Curriculum) has been completed. Recommendations for relocation of the Vincent Massey Program and some program changes within the Senior Program are ready.

   The combined result of these factors will allow for some program shifts across the Senior classes and thus the possibility of placement changes for some students including those at Vincent Massey and Sir Winston Churchill. These changes will be part of the Annual Review Process.

   In other words not all Vincent Massey students will necessarily move to the Sir Winston Churchill site. However, a major focus at this main site will be the provision of the therapeutic facilities and equipment to support the program needs of students requiring greater physical stimulation and support.

The following table shows the distribution of Senior Classes for September 1990.

SIR WINSTON CHURCHILL	- 3 Classes from Vincent Massey - 1 Class ages 16 - 18
HILL PARK	- 1 Class ages 16 - 18 - 1 Class ages 19-20 - 1 Class Behavioural
SHERWOOD	- 1 Class Total Communication - 1 Class age 16-18 (NEW)
WESTDALE	- 1 Class ages 19-20

3. The staffs of Vincent Massey and Sir Winston Churchill have been advised of this decision. With the finalizing of the location and the review of the Senior student population it will now be possible to staff for the Program and make decisions about the assignment/deployment of staff.

4. The community has not been officially advised of this determination. Upon approval of this report communication will be made to the Vincent Massey Community. Of course final placements will be part of the Annual Review Process.

D. COST IMPLICATION

Although the site has been determined, staff of Sir Winston Churchill are completing the designation of the rooms. Final costs are not available, however, it is still expected that the cost will be within the $200,000 that has been estimated.

E. RECOMMENDATIONS

1. **The Vincent Massey Community be informed of the location of Sir Winston Churchill as the main site for the relocation of the Vincent Massey Program**
2. **The Update Report for the Relocation of the Vincent Massey Program be approved.**

Prepared and submitted by: P. Gillie - Superintendent of Schools, Area 4

Approved by: K. A. Rielly - Director and Secretary

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 04 10

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendations for your approval:

(a) That up to 17 secondary students, one from each secondary school, be permitted to attend a Business Education Student Leadership Conference in Bolton, Ontario, 1990 05 15-16 (Tuesday to Wednesday)

(b) That two Business teachers, who are participating in the Business Education Conference in Bolton be permitted to accompany and supervise the students.

(c) That the following trip requests be approved:

(i) Burkholder, Grades 6-8, Camp Arowhon, Algonquin Park, 1990 06 13-16 (Wednesday to Saturday)

(ii) Glen Brae and Hillcrest, Grades 6-8 Visual Arts, Camp Kwaslind, Huntsville, 1990 05 27-31 (Sunday to Thursday)

(iii) Hillcrest, Grade 8, Quebec City, 1990 05 06-06 (Sunday to Wednesday)

(iv) Hillcrest, Grade 7, Ste. Marie, Midland, 1990 06 14 (Thursday)

(v) King George, Grade 6, Outdoor Education, Canterbury Hills, 1990 05 01-03(Tuesday to Thursday)

(vi) Viscount Montgomery, TMR, Outdoor Education, Camp Ambassador, Owen Sound, 1990 06 19-22 (Tuesday to Friday)

(vii) Sherwood, Grades 11-OAC, 1990 05 02-06, Washington, D.C, (Wednesday to Sunday)

(viii) Sir Allan MacNab, Grades 9-OAC, Mansfield, Ohio, 1990 04 20-21 (Friday to Saturday)

(ix) Sir Allan MacNab Secondary School, Senior Grades, Stratford, 1990 05 07 (Monday)

(x) Sir John A. Macdonald, Grades 9-OAC, Outdoor Education, Bark Lake, 1990 05 22-25 (Wednesday to Friday)

(d) That a grant application in the amount of $4,392.00 to Employment and Immigration Canada (Student Employment) for 2 data entry clerks to update Westmount library inventory and records (9 weeks), and one program leader to supervise update (14 weeks), be approved, at a cost to the Board of $1,347.00.

(e) That a grant application in the amount of $5,440.00 to Employment and Immigration Canada (Student Employment) for 4 library assistants to update Barton library inventory and records during an 8 week period, be approved, at a cost to the Board of $1,666.00.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

CA4ONHBLW26
A35
URBAN/MUNICIPAL

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1990 05 08

Confirmation of the minutes of the 1990 04 10 meeting.

HAMILTON PUBLIC LIBRARY
MAY 2 1990
GOVERNMENT DOCUMENTS

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Response from Officials re Presentation by Parents of Holbrook (S.A.M.) (Sir Allan MacNab) - Pages 1 to 8
2. Asbestos in our Buildings: Update

NEW BUSINESS:

1. Recommendations of the Director of Education - Page 9
2. Report of Short Term Investments (quarterly report) - Pages 10 to 16
3. Cash Flow (quarterly report) - Pages 17 to 20
4. Tuition Fee Schedule (non-resident) - Pages 21 and 22
5. Student Building Trades Trust Fund - Pages 23 and 24
6. Ontario School Board Insurance Exchange update on coverage - Pages 25 to 28
7. Tenders - A. M. Cunningham School - Pages 29 and 30
8. Report of the Special Education Advisory Committee - Pages 31 to 35

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

1. JK/SK Kindergarten - Arrival and Departure Time (Nov. 89 - P&O) - Pages 36 to 39

NEW BUSINESS:

1. Recommendations of the Director of Education - Page 40
2. Naming of New School in Block 87 - Page 41
3. Naming of New School in Block 72 - Page 42

1990 05 08

The Chairman and Members,
The Operations Management Committee,
The Board of Education for the City of Hamilton.

Ladies and Gentlemen:

Re: Holbrook Program at Sir Allan MacNab

BACKGROUND

When the Block 72 school was approved (June, 1989) through the report of the Director's Accommodation Committee, it was noted that there would be direct impact on Buchanan Park, Mountview and Holbrook-Sir Allan MacNab. Information contained within this report graphically represents such impact (see Appendix #1).

The need for additional space for secondary school students at Sir Allan MacNab is well documented. At present, there is unsatisfactory accommodation for a dramatic arts program (area presently occupied by Holbrook-S.A.M. students). Enrolment continues to rise and pressures from without are also of some concern. Parents of youngsters attending Holbrook-S.A.M. are well aware of the situation and this has resulted, in part, to their very rational and realistic approach to the 1991 proposed move of the program. The question has never been should the Holbrook program move out of Sir Allan MacNab but, rather, what is the best scenario for such a move.

Ward Eight trustees and board representatives have met with both the Home and School Association and the Sir Allan MacNab-Holbrook Parents' Committee on three occasions during the present school year. In addition, representatives of the Parents' Committee made a presentation to the Operations Management Committee on 1990 03 06. Basically, the parents presented four options. Option #1 recommended the building of a new school in Block 62, Option #2 recommended leaving the J.K. - Gr. 3 program at MacNab while adding portables for the secondary school's use and Option # 3 suggested a gradual transition of students from MacNab to Mountview. All options recognized the need for additional places for secondary school students. Following is Option #4 in its entirety:

OPTION #4 - FULL CHANGEOVER

1. Sever ties as of June, 1990 with Holbrook. September, 1990 begin association with Mountview.

2. Add Gr. 3 - 4 for the 1990-1991 year at S.A.M.

3. Encourage teachers and support staff (i.e. - Vice Principal) to say with the school family during the move to Mountview.

4. Maintain the Holbrook bus to facilitate the families with children still at Holbrook for two years after the transition.

The parents' report further stated, "After reviewing all of the above options with parents and Board officials we have come to the conclusion that Option #4 - Full Changeover, would be the most beneficial and least disruptive for all involved."

DELIBERATIONS

All aspects of the parents' report have been reviewed in detail. Some of the major considerations included:

- the class organization which would be created by allowing Grade 4 students to remain at MacNab rather than transferring to Holbrook
- the problem of creating additional space at MacNab to house a Grade 3 - 4 class
- the impact of the loss of the MacNab Grade 4 students on the Holbook organization
- problems relative to busing
- concern re additional costs (i.e. French)

Through the co-operation of Mr. Swan, Principal of Sir Allan MacNab, we are able to create additional space for one year in order to house a Grade 3 - 4 program. This will mean the loss of still more of the Business Education Department facilities but temporary arrangements can be made to offset the impact. It will also mean some relocation of Holbrook accommodation at MacNab (e.g. movement of library) but Ms. Puusepp, Principal of Holbrook, feels that this will not produce any serious problems.

Projected Class organizations in 1990-91 at both Holbrook and at Holbrook - S.A.M. are quite satisfactory. There appear to be no additional costs as a result of allowing Grade 4 students to remain at MacNab and busing is not an issue (already in place).

PARENTS' REPORT

With regard to the first point of Option #4, although it is not possible to sever all ties with Holbrook as of September, 1990, arrangements have been discussed to initiate a Mountview - Holbrook (S.A.M.) relationship. Indeed, parents have already visited Mountview and Mr. Flegg, Principal has voiced a willingness to initiate a plan of action for 1990-91. It is possible to organize a Grade 3 - 4 class as recommended in the second point. Relative to the third point, it is not appropriate to discuss the vice-principal situation at this time but it can be stated that we will be able to address any staffing concerns as we have in similar situations in the past. Finally, there would appear to be no reason to change the busing policy as it relates to Block 62 and Holbrook.

RECOMMENDATIONS:

It is recommended that:

(i)

> The present Grade 3 students at Holbrook - S.A.M. remain as part of a Grade 3 - 4 class organization for the 1990-91 school year.

and

(ii)

> The June, 199l Junior Kindergarten to Grade 4 program at Holbrook - S.A.M. be transferred to Mountview School effective September, 1991.

and

(iii)

> Transportation be provided for Block 62 children who move to Mountview School in September, 1991.

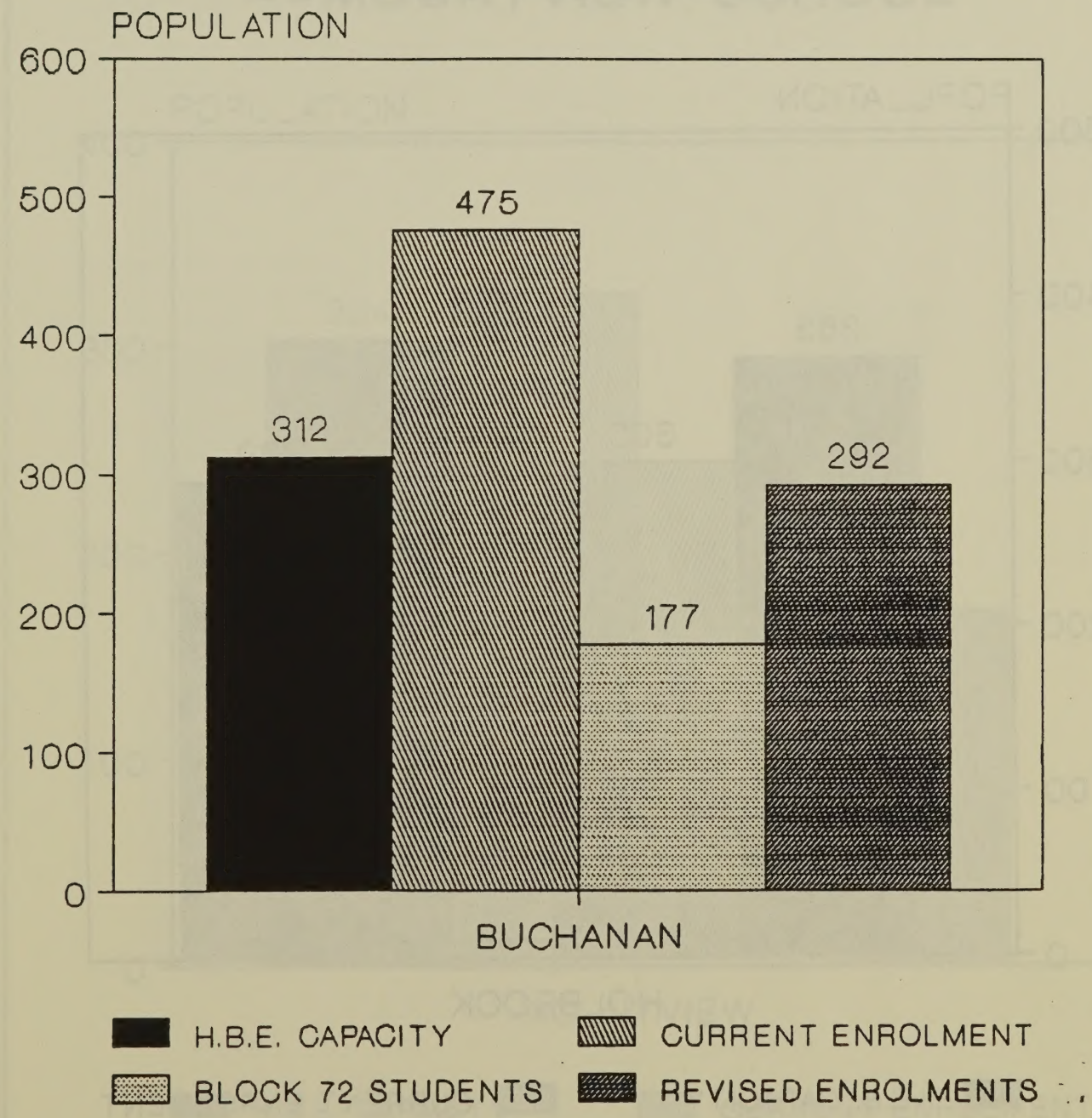
Prepared and Submitted By: D. Rothwell, Superintendent of Schools - Area 5

Approved By: K. Rielly, Director of Education and Secretary

APPENDIX 1

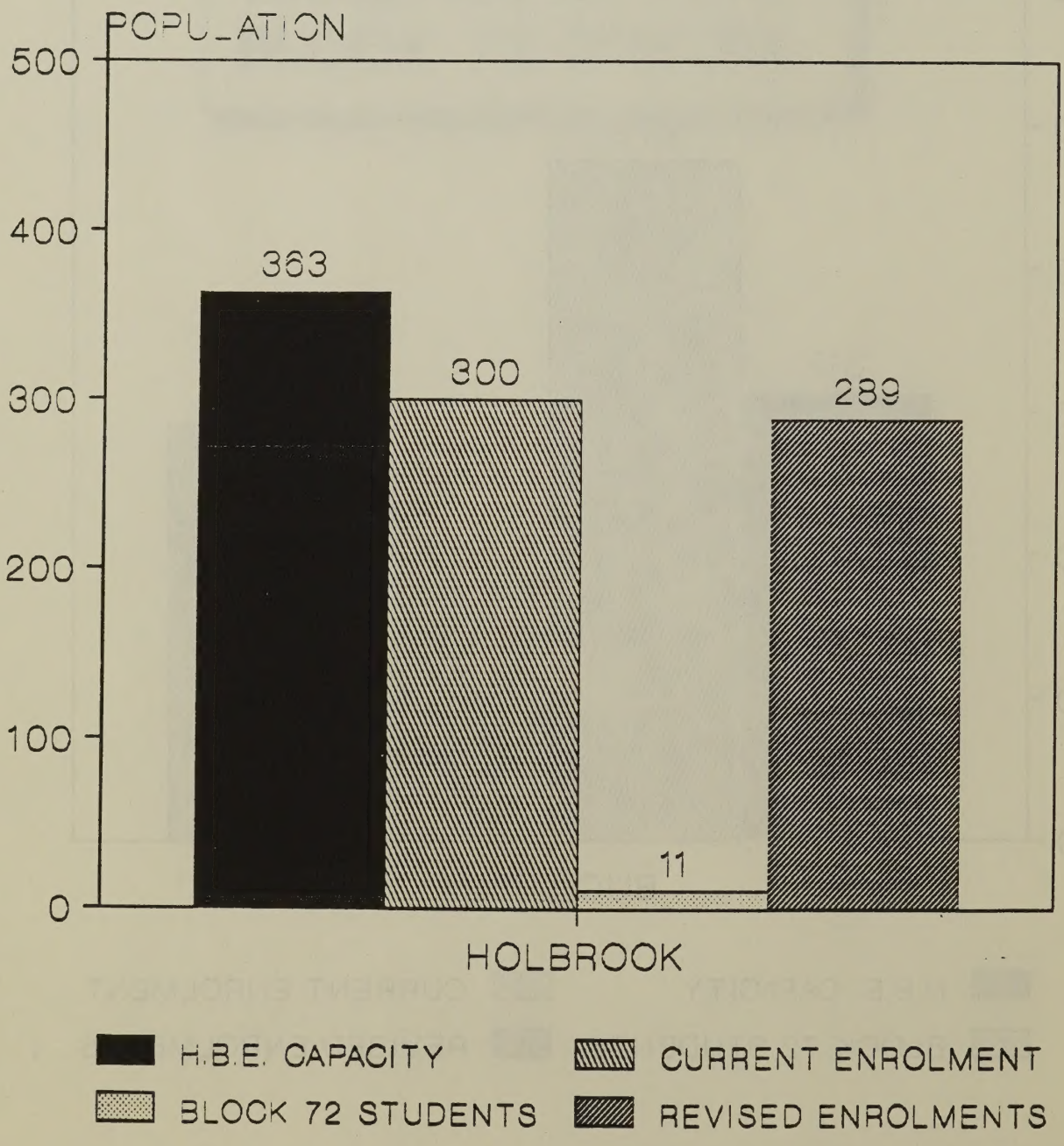
ANALYSIS OF NEW BLOCK 72 SCHOOL

BLOCK 72 ANALYSIS
BUCHANAN SCHOOL



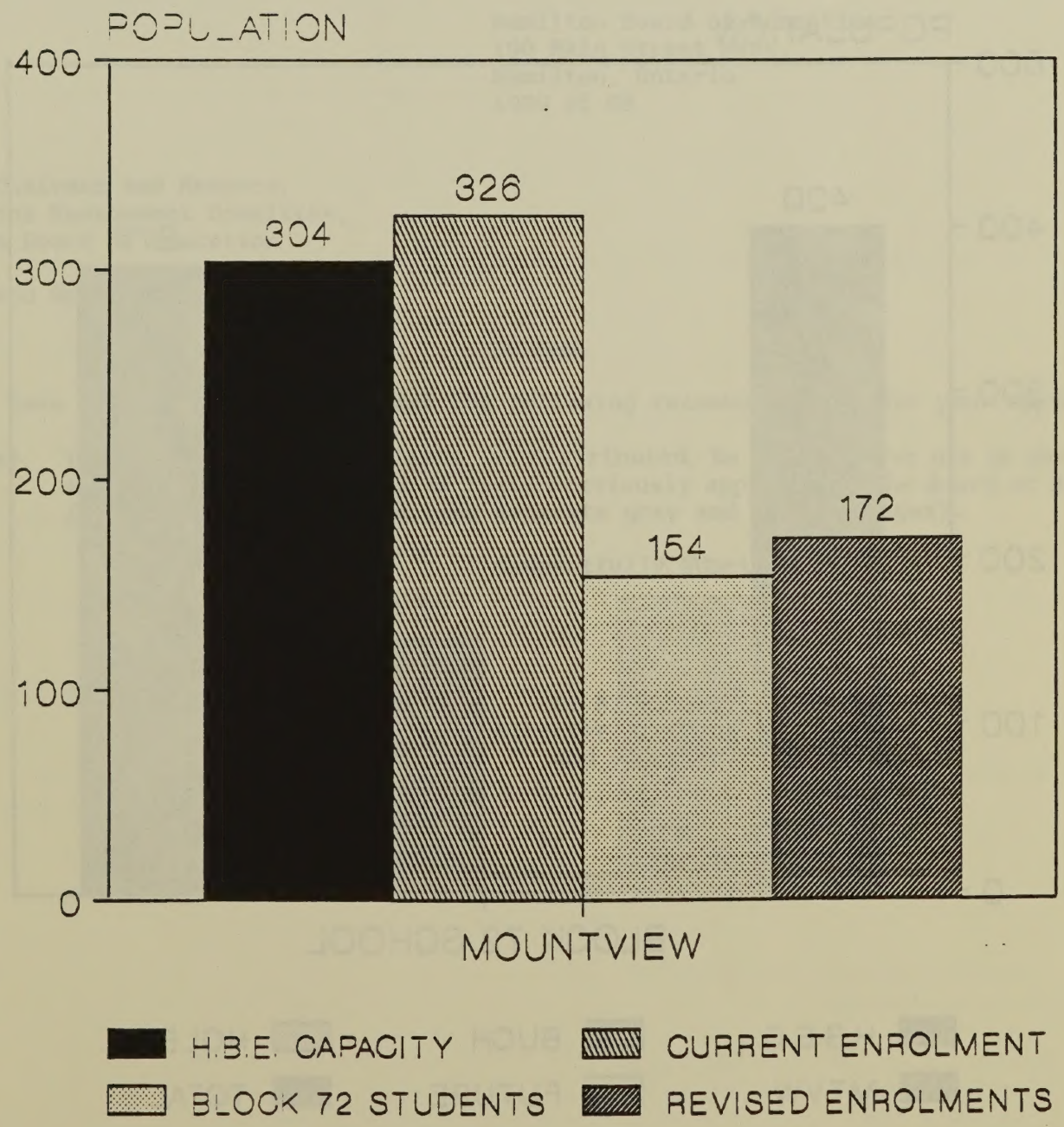
INFORMATION AS OF JANUARY/90

BLOCK 72 ANALYSIS
HOLBROOK SCHOOL



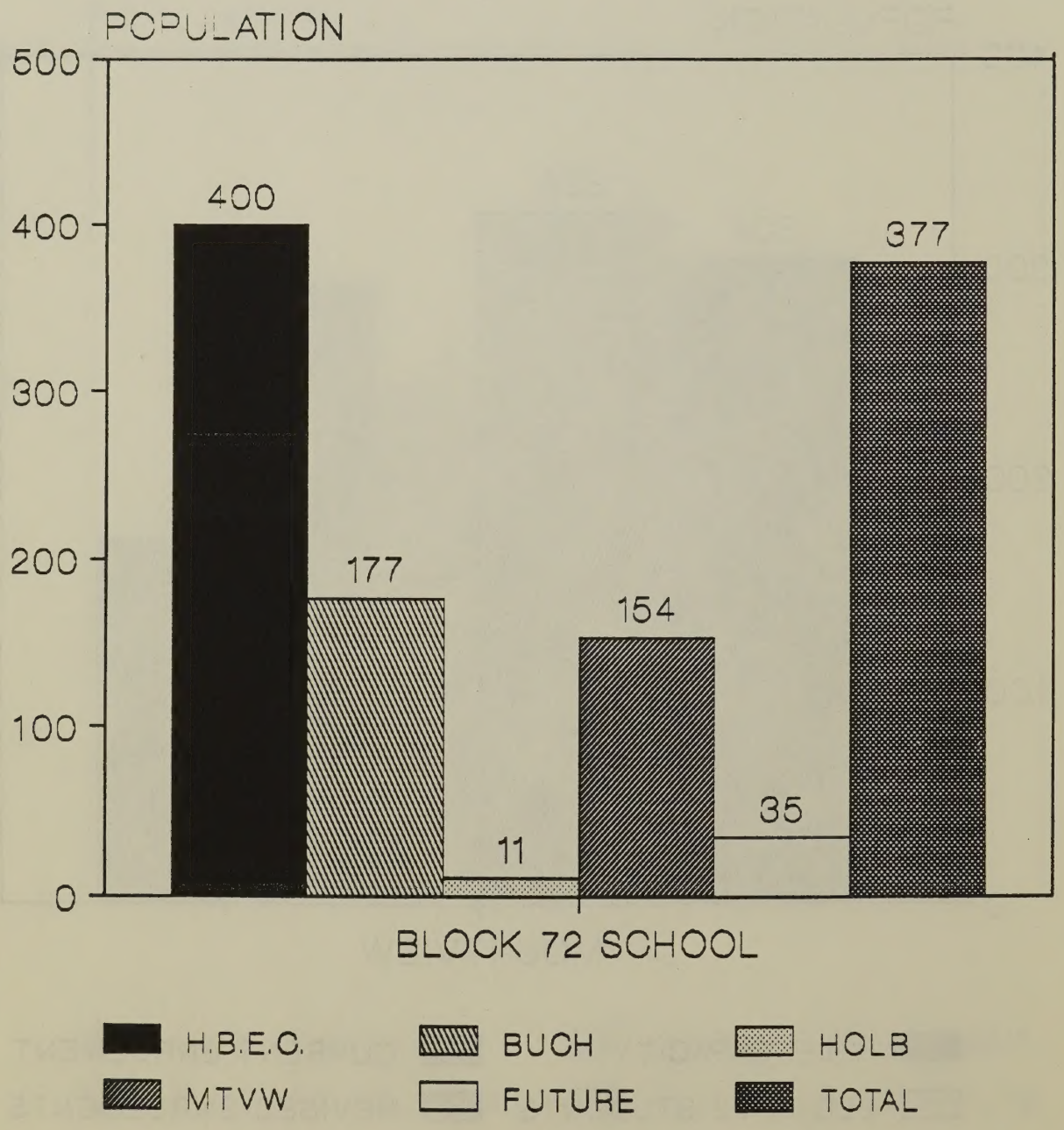
INFORMATION AS OF JANUARY/90

BLOCK 72 ANALYSIS
MOUNTVIEW SCHOOL



INFORMATION AS OF JANUARY/90

BLOCK 72 ANALYSIS
PROPOSED BLOCK 72 SCHOOL



INFORMATION AS OF JANUARY/90

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 05 08

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

GENERAL

I have the the honour to present the following recommendations for your approval:

(a) That the names of those texts, as distributed, be approved for use in the schools and be added to the lists of texts previously approved by the Board of Education for the City of Hamilton (see separate gray and blue packages).

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

TO THE CHAIRMAN AND MEMBERS
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen: **RE: SHORT TERM INVESTMENTS**

I am pleased to present the Short Term Investments report for the period from January 1, 1990 to March 31, 1990.

REVENUE FUND

Interest earned to date in 1990 amounts to $100,139 vs $221,820 in 1989.

CAPITAL RESERVE FUND

Interest earned to date in 1990 amounts to $225,212 vs $200,026 in 1989.

RETIREMENT GRATUITY RESERVE FUNDS

Interest earned to date in 1990 amounts to $193,561 vs $185,352 in 1989.

RECOMMENDATION

That the Short Term Investments report as of March 31, 1990 be received for information.

Prepared by: Michael Newman
Accounting Analyst

Submitted by: Paul E. Shewfelt
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF SHORT TERM INVESTMENTS
FOR THE 1ST QUARTER OF 1990

REVENUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES	BNS-t	1,900,000	12/21/89 - 01/02/90	12.100%	7,558	1,260
	BNS-t	400,000	12/21/89 - 01/08/90	12.100%	2,387	1,061
	BC-m	750,000	01/02/90 - 01/08/90	11.500%	1,418	1,418
	BNS-t	650,000	12/21/89 - 01/09/90	12.100%	4,094	1,939
	BNS-t	4,450,000	12/21/89 - 01/10/90	12.100%	29,504	14,752
	BC-m	300,000	01/02/90 - 01/10/90	11.500%	756	756
	BNS-t	280,000	01/09/90 - 01/12/90	11.750%	270	270
	BC-m	800,000	12/29/89 - 01/15/90	11.900%	4,434	3,912
	BC-m	1,200,000	12/29/89 - 01/15/90	11.900%	6,651	5,868
	BC-m	950,000	12/29/89 - 01/18/90	11.900%	6,195	5,575
	BC-t	360,000	01/15/90 - 01/19/90	11.750%	464	464
	BNS-t	200,000	01/09/90 - 01/22/90	11.750%	837	837
	BC-t	600,000	01/19/90 - 01/22/90	11.750%	579	579
	BC-m	250,000	12/29/89 - 01/24/90	11.900%	2,119	1,956
	BC-t	150,000	01/15/90 - 01/29/90	11.250%	647	647
	BC-m	1,360,000	12/29/89 - 01/31/90	12.150%	14,940	14,034
	BC-m	890,000	12/29/89 - 02/01/90	12.150%	10,073	9,480
	BC-m	600,000	01/02/90 - 02/01/90	11.650%	5,745	5,745
	BC-m	365,000	01/15/90 - 02/05/90	12.050%	2,531	2,531
	BNS-t	2,300,000	01/17/90 - 02/05/90	12.000%	14,367	14,367
	TD-t	300,000	01/24/90 - 02/05/90	11.750%	1,159	1,159
	BNS-t	250,000	01/26/90 - 02/05/90	12.250%	839	839
	BC-m	500,000	01/31/90 - 02/05/90	12.200%	836	836
	BNS-t	350,000	01/26/90 - 02/08/90	12.250%	1,527	1,527
	BNS-t	250,000	02/05/90 - 02/08/90	11.750%	241	241
	BNS-t	570,000	01/26/90 - 02/09/90	12.250%	2,678	2,678
	BNS-t	570,000	01/26/90 - 02/12/90	12.250%	3,252	3,252
	BC-t	600,000	02/08/90 - 02/12/90	12.000%	789	789
	BNS-t	300,000	01/26/90 - 02/14/90	12.250%	1,913	1,913
	BNS-t	510,000	01/26/90 - 02/15/90	12.250%	3,423	3,423
	BC-m	400,000	02/19/90 - 02/23/90	12.500%	548	548
	BC-m	1,100,000	02/19/90 - 02/26/90	12.600%	2,658	2,658
	BC-m	475,000	02/23/90 - 03/01/90	12.650%	988	988
	BNS-t	425,000	02/26/90 - 03/05/90	12.750%	1,039	1,039
	BC-m	1,575,000	02/28/90 - 03/05/90	13.100%	2,826	2,826
	BC-t	300,000	03/01/90 - 03/05/90	12.250%	403	403
	BC-t	480,000	03/02/90 - 03/05/90	12.500%	493	493
TOTAL REVENUE FUND MATURITIES		$27,710,000				$113,063

PORTFOLIO SUMMARY (Continued)

F[redacted]NUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
INVENTORY	BNS-t	175,000	03/30/90 - 04/02/90	12.500%	180	60
TOTAL REVENUE FUND INVENTORY		$175,000	REVENUE FUND INTEREST EARNED THIS QUARTER			$113,123
			REVENUE FUND INTEREST EARNED THIS YEAR			$113,123
			LESS: INTEREST EXPENSE - RESERVE FUND			($12,984)
			TOTAL REVENUE FUND INTEREST EARNED TO DATE			$100,139

PORTFOLIO SUMMARY (Continued)

CAPITAL RESERVE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES	BNS-t-S	2,000,000	11/15/89 - 01/15/90	12.250%	40,945	10,068
	BC-m-E	2,000,000	12/07/89 - 01/15/90	12.200%	26,071	10,027
	BNS-t-E	1,350,000	12/07/89 - 01/31/90	12.125%	24,665	13,902
	BC-m-S	1,103,000	12/11/89 - 01/31/90	12.110%	18,664	11,345
	BNS-t-S	1,166,000	12/15/89 - 02/15/90	12.250%	24,262	18,001
	BC-m-E	1,116,000	01/31/90 - 02/15/90	12.200%	5,595	5,595
	BNS-t-S	2,042,000	01/15/90 - 02/28/90	12.150%	29,908	29,908
	BNS-t-E	2,027,000	01/15/90 - 02/28/90	12.150%	29,689	29,689
	BNS-t-S	1,123,000	01/31/90 - 03/15/90	12.500%	16,537	16,537
	BC-m-E	615,000	02/16/90 - 03/15/90	12.750%	5,800	5,800
	BNS-t-E	2,055,000	02/28/90 - 03/15/90	13.100%	11,063	11,063
	BC-m-S	1,190,000	02/16/90 - 03/30/90	12.850%	17,596	17,596
	BC-m-E	615,000	03/15/90 - 03/30/90	12.750%	3,222	3,222
TOTAL CAPITAL FUND MATURITIES		$18,402,000				
INVENTORY	BNS-t-S	2,070,000	02/28/90 - 04/16/90	13.350%	35,584	23,470
	BC-m-S	1,142,000	03/15/90 - 04/30/90	13.050%	18,782	6,533
	BC-m-E	900,000	03/15/90 - 04/16/90	13.050%	10,297	5,148
	BC-m-E	615,000	03/15/90 - 04/12/90	12.950%	6,110	3,491
	BC-m-E	560,000	03/15/90 - 04/12/90	12.950%	5,563	3,179
	BNS-t-S	1,208,000	03/30/90 - 04/16/90	12.750%	7,174	422
	BNS-t-E	618,000	03/30/90 - 04/16/90	12.750%	3,670	216
TOTAL CAPITAL FUND INVENTORY		$7,113,000				

CAPITAL FUND INTEREST EARNED THIS QUARTER $225,212

CAPITAL FUND INTEREST EARNED THIS YEAR $225,212

PORTFOLIO SUMMARY (Continued)

RETIREMENT GRATUITY RESERVE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES	BNS-t	1,984,000	10/16/89 - 01/17/90	11.800%	59,650	10,904
	BNS-t	1,888,000	11/15/89 - 01/17/90	12.250%	39,920	10,772
	BNS-t	1,020,000	12/15/89 - 02/15/90	12.250%	21,224	15,747
	BNS-t	970,000	01/17/90 - 02/15/90	12.180%	9,387	9,387
	BNS-t	1,383,000	12/28/89 - 02/28/90	12.100%	28,425	27,050
	BNS-t	2,000,000	01/17/90 - 02/28/90	12.140%	27,939	27,939
	BC-m	1,325,000	02/16/90 - 03/05/90	12.650%	7,807	7,807
	BC-m	700,000	02/19/90 - 03/05/90	12.700%	3,410	3,410
	BC-m	500,000	02/28/90 - 03/05/90	13.100%	897	897
	BC-m	500,000	02/28/90 - 03/08/90	13.100%	1,436	1,436
	BC-m	250,000	03/05/90 - 03/08/90	12.800%	263	263
	BC-m	300,000	02/28/90 - 03/12/90	13.100%	1,292	1,292
	BC-m	600,000	03/05/90 - 03/12/90	12.850%	1,479	1,479
	BC-t	325,000	03/08/90 - 03/12/90	12.500%	445	445
	BNS-t	1,000,000	01/17/90 - 03/15/90	12.000%	18,740	18,740
	BNS-t	2,135,000	02/28/90 - 03/15/90	13.100%	11,494	11,494
	BC-m	1,645,000	03/05/90 - 03/15/90	12.850%	5,791	5,791
	BC-t	400,000	03/19/90 - 03/22/90	12.750%	419	419
	BC-m	400,000	03/19/90 - 03/23/90	12.950%	568	568
	BC-t	335,000	03/22/90 - 03/23/90	12.000%	110	110
	BNS-t	355,000	03/20/90 - 03/23/90	12.250%	357	357
	BC-m	470,000	03/19/90 - 03/26/90	12.950%	1,167	1,167
	BC-t	300,000	03/23/90 - 03/26/90	12.500%	308	308
	BC-m	850,000	03/19/90 - 03/29/90	12.950%	3,016	3,016
TOTAL RESERVE FUND MATURITIES		$21,635,000				
INVENTORY	BC-m	1,800,000	03/15/90 - 04/04/90	12.900%	12,723	10,179
	BC-m	300,000	03/15/90 - 04/09/90	12.950%	2,661	1,703
	BC-m	300,000	03/15/90 - 04/10/90	12.950%	2,767	1,703
	BC-m	250,000	03/15/90 - 04/11/90	12.950%	2,395	1,419
	BC-m	515,000	03/15/90 - 04/12/90	12.950%	5,116	2,924
	TD-t	1,035,000	03/28/90 - 04/02/90	12.500%	1,772	1,063
	BNS-t	350,000	03/30/90 - 04/02/90	12.500%	360	120
	BNS-t	950,000	03/30/90 - 04/04/90	12.500%	1,627	325
	BNS-t	250,000	03/30/90 - 04/06/90	12.500%	599	86
	BNS-t	250,000	03/30/90 - 04/09/90	12.500%	856	86
	BNS-t	490,000	03/30/90 - 04/12/90	12.750%	2,225	171
TOTAL RESERVE FUND INVENTORY		$6,490,000				

RESERVE FUND INTEREST EARNED THIS QUARTER	$180,577
RESERVE FUND INTEREST EARNED THIS YEAR	$180,577
ADD: INTEREST REVENUE EARNED FROM FUNDS LOANED TO REVENUE ACCOUNT	$12,984
TOTAL RESERVE FUND INTEREST EARNED TO DATE	$193,561

PORTFOLIO SUMMARY (Continued)

TOTAL PORTFOLIO	$13,778,000	TOTAL PORTOLIO INTEREST EARNED THIS QUARTER	$518,912
		TOTAL PORTFOLIO INTEREST EARNED THIS YEAR	$518,912
		TOTAL PORTFOLIO INTEREST TO DATE - 1989	$607,198
		TOTAL INTEREST EARNED INCREASE (DECREASE) OVER 1989	($88,286)

Legend

BNS = Bank of Nova Scotia
BC = Bank of Commerce
BM = Bank of Montreal
RB = Royal Bank
TD = Toronto Dominion

t = term deposit
m = mortgage
p = properties

E = Elementary
S = Secondary

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

SUMMARY OF INTERNAL BORROWINGS & INTEREST

JANUARY 31, 1990 - MARCH 31, 1990

31-Mar-90

DATE BORROWED	SOURCE OF FUNDS	AMOUNT BORROWED	RATE	ACCRUED INTEREST	DATE REPAID	AMOUNT REPAID	INTEREST REPAID	OUTSTANDING LOAN BALANCE	TOTAL OUTSTANDING LOAN BALANCE	TOTAL INTEREST EXPENSE
15-Feb-90	GRAT.RES	700,000	12.25%	0.00	19-Feb-90	700,000	939.73	0	0	939.73
08-Mar-90	GRAT.RES	425,000	12.50%	0.00	28-Mar-90	425,000	2,910.96	0	0	2,910.96
12-Mar-90	GRAT.RES	1,230,000	12.75%	0.00	19-Mar-90	820,000	2,005.07	0	0	4,296.58
					28-Mar-90	410,000	2,291.51			
15-Mar-90	GRAT.RES	1,650,000	12.90%	0.00	19-Mar-90	1,650,000	2,332.60	0	0	2,332.60
22-Mar-90	GRAT.RES	65,000	12.00%	0.00	29-Mar-90	65,000	149.59	0	0	149.59
23-Mar-90	GRAT.RES	793,000	12.50%	0.00	28-Mar-90	193,000	330.48	0	0	1,563.36
					29-Mar-90	600,000	1,232.88			
26-Mar-90	GRAT.RES	770,000	12.50%	0.00	29-Mar-90	770,000	791.10	0	0	791.10
		$5,633,000		$0.00		$5,633,000	$12,983.90			$12,983.90

TO THE CHAIRMAN AND MEMBERS
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen: **RE: CASH FLOW REPORT**

I am pleased to present the Cash Flow report for the period from January 1, 1990 to March 31, 1990.

REVENUE FUND

Levy receipts from the City of Hamilton are being received in accordance with their letter of 1990 03 12. We will be notified of the 1990 payment schedule subsequent to the approval of the budget.

Grant receipts from the Province of Ontario are being received in accordance with the Ministry of Education memorandum B3, 1990 02 27.

CAPITAL RESERVE FUND

The major Capital fund receipts for 1990 are investment interest earnings.

The major Capital fund expenditures for 1990 are the new Sir Wilfrid Laurier school, the renovations to Centennial, Peace Memorial, Adelaide Hoodless, and G.L. Armstrong.

RECOMMENDATION

That the Cash Flow report as of March 31, 1990 be received for information.

Prepared by: Michael Newman,
Accounting Analyst.

Submitted by: Paul E. Shewfelt
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

REVENUE FUND

1990 CASH FLOW

(000'S OMITTED)

MONTH	RECEIPTS	DISBURSEMENTS	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN BANK	INVESTED IN (BORROWED)
ACTUAL							
Balance Forward 1990 01 01				$13,853	12,850	1,003	-
January	15,657	22,775	(7,118)	6,735	7,505	(770)	-
February	19,897	23,142	(3,245)	3,490	2,475	1,015	-
March	22,810	27,763	(4,953)	(1,463)	175	(1,638)	-

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1990 PROJECTED CASH FLOW

SOURCE OF FUNDS (000'S)

MONTH	REVENUES			BORROWINGS	TOTAL
	MUNICIPAL TAX LEVY	LEGISLATIVE GRANTS	MISCELLANEOUS		
ACTUAL					
January	10,995	3,678	984		15,657
February	10,995	3,746	4,456	700	19,897
March	9,848	6,460	1,569	4,933	22,810

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

CAPITAL RESERVE FUND

1990 CASH FLOW

(000'S OMITTED)

MONTH	RECEIPTS	DISBURSEMENTS	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN BANK	INVESTED IN LOANED
ACTUAL							
Balance Forward 1990 01 01				$7,626	7,619	7	-
January	111	258	(147)	7,479	7,474	5	-
February	90	507	(417)	7,062	7,053	9	-
March	55	1	54	7,116	7,113	3	-

Education Centre
100 Main Street West
Hamilton, Ontario
1990 05 08

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Cash Tuition Fees

Please find attached the recommended cash tuition fee schedule for the 1990-1991 school year.

In general terms, cash tuition fees are applicable to students whose parent or legal guardian is not a public school supporter living in the City of Hamilton, and whose fees are not paid by another Board, the Ministry of Education, or the Government of Canada.

These fees have been calculated in accordance with current Ministry of Education regulations.

Recommendation:

That the cash tuition fee schedule for the 1990-1991 school year be approved.

Prepared by: John E. Paterson, Senior Accounting Analyst

Submitted by: Paul E. Shewfelt, Superintendent of Finance and Treasurer

Approved by: Keith A. Rielly, Director of Education and Secretary

CASH TUITION FEE SCHEDULE

FOR THE 1990-1991 SCHOOL YEAR

	Fees	
	Annual	Monthly
Elementary Panel		
Residents of Ontario		
Grade Classes (including Junior Kindergarten, Kindergarten and French Immersion)	$1,810	$181
Non-Residents of Ontario		
Grade Classes (including Junior Kindergarten, Kindergarten and French Immersion)	$5,610	$561
Secondary Panel		
Residents of Ontario		
Grade Classes (including French Immersion)	$2,180	$218
Vocational	3,490	349
Non-Residents of Ontario		
Grade Classes (including French Immersion)	$7,000	$700

Note: Special Education classes are not available on a Cash Fee basis.

1990 05 08

To The Chairman and Members
Operations Management Committee

Ladies and Gentlemen:

Re: Student Building Trades Trust Fund

Commencing in 1974, the Board entered into the first of its four agreements with the Hamilton and District Home Builders' Association to enable our composite secondary and vocational students to obtain work experience in the construction industry. The first home was completed and sold in 1975 and subsequent homes were completed and sold in 1977, 1979 and 1982. All profits arising from these sales were credited to the Student Building Trades Trust Fund from which awards to students are disbursed annually.

Since the Board and the Home Builders have an equal equity in this Trust, the total value of the awards is divided equally between the two organizations. For example, during 1989 the Board received $800 from which it disbursed several awards. Similarly, the Home Builders received $800 for disbursement to the winners of their annual student design contest.

A balance sheet, as at December 31, 1989, is attached for your information.

Recommendation:

(a) That for 1990 a cheque be issued in the amount of $800 to the Hamilton and District Home Builders' Association for awards to winners of its 23rd Annual Student Design Contest, and

(b) That for 1990 a cheque be issued in the amount of $800 to The Board of Education for the City of Hamilton for awards to students in subject areas related to construction.

Prepared by: R. A. Chisholm, Accounting Supervisor
Submitted by: P. E. Shewfelt, Superintendent of Finance and Treasurer
Approved by: K. A. Rielly, Director of Education and Secretary

THE HAMILTON STUDENTS' BUILDING TRADES TRUST FUND
BALANCE SHEET
AS AT DECEMBER 31, 1989

Assets

Cash and Short-term Deposits	$10,365
Interest Receivable	669
	$11,034

Equity

Balance, December 31, 1988	$11,562
Add: Interest Earned During Year	1,072
	12,634
Deduct: Expenditure for Student Awards	1,600
Balance, December 31, 1989	$11,034

Education Centre
100 Main Street West
Hamilton, Ontario
1990 05 08.

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Ontario School Boards' Insurance Exchange: Proposed Amendments to the Subscribers' Agreement.

The Ontario School Boards' Insurance Exchange (OSBIE) has requested a number of amendments to clarify and expand the original Subscribers' Agreement. Appendix A outlines the highlights. With the approval of two-thirds of the Exchange's member boards, the amendments will become part of the Subscribers' Agreement.

Two of the significant amendments are as follows:

a) In order for OSBIE to be able to offer the Property, Boiler & Machinery and Fidelity Insurance coverages, new Underwriting Groups have to be formed.

Underwriting Group I - for the exchange of liability insurance. (Presently in place)

Underwriting Group II (new) - for the exchange of Property, Boiler & Machinery and Fidelity Insurance. Based on the interest expressed by the majority of member boards, OSBIE's feasibility study indicates that they can provide these additional lines of insurance on a viable basis. Approval of this amendment does not commit our Board.

Underwriting Group III (new) - for the exchange of automobile insurance. (OSBIE has postponed a feasibility study until the Ontario Government decides the direction of auto insurance for Ontario).

b) A change in the accounting period would allow OSBIE to continue in perpetuity while still maintaining the five year Subscription Periods.

We have reviewed these amendments to the Subscribers' Agreement and are recommending acceptance.

OSBIE's Board of Directors is asking for a commitment from our Board to join the Underwriting Group II for Property, Boiler & Machinery and Fidelity Insurance effective January 1, 1991 (expiry date of our Board's present policies).

We feel that this proposal from OSBIE has merit, however, we would like to study this matter as to premium/coverage and a comparison with the private insurance sector before making a recommendation to this committee.

We plan to present to the July meeting of this committee our recommendation as to whether or not we should join the Underwriting Group II of OSBIE effective January 1, 1991.

Recommendations:

1) That the Board of Education for the City of Hamilton agrees to the amendments creating a Reciprocal Insurance Exchange Agreement for School Boards in the Province of Ontario amended as of February 23, 1990.

2) That a report on the Underwriting Group II for Property, Boiler & Machinery and Fidelity Insurance be presented at a later date when comparative details are available.

Prepared by: D. Kelterborn,
Manager of Property and Insurance.

Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer.

Approved by: K.A. Rielly,
Director of Education and Secretary.

SUMMARY OF AMENDMENTS TO THE OSBIE AGREEMENT

This summary is designed to highlight the important proposed changes to the OSBIE Agreement as amended October, 1988. In addition to the changes highlighted here, many minor items were re-arranged or clarified to give more coherence to the document.

The purpose of the proposed amendments we are asking to be approved are two fold. In order for OSBIE to be able to offer the Property, Boiler & Machinery and Fidelity Insurance coverages, new Underwriting Groups have to be formed. Our current Agreement allows for one Underwriting Group only for the exchange of Liability Insurance. To avoid the need for future amendments, we are also asking for the approval of additional underwriting groups, including Underwriting Group III for Automobile. This will enable your Board of Directors to approve the exchange of even more lines of insurance in the future.

The other major change in the Agreement is the change in the Accounting Period, item 31, which allows OSBIE to continue in perpetuity while still maintaining the 5-year Subscription Periods.

For your convenience in locating these changes in the Agreement, the following will highlight changes you will wish to review before your Board approves the amended agreement.

1. Underwriting Groups

The proposal sets out the concept of Underwriting Groups which are defined and identified in 1. (h), (i), (j) and (k).

- Underwriting Group I is for the exchange of liability insurance.
- Underwriting Group II is for the exchange of property, boiler & machinery and fidelity insurance. The option to join this group is made available by signing Appendix A at the back of the Agreement.
- Underwriting Group III is for the exchange of automobile insurance. It is OSBIE's intent to look into the feasibility of providing Board-owned automobile insurance coverage in the future. It was the decision of your OSBIE Board to postpone the study until the Ontario Government decides the direction of auto insurance in Ontario.

Separate accounting of premiums, claims, assessments and return of surplus in the event of termination of an underwriting group, will be maintained to ensure that each group is self-sufficient.

Subscribers in Underwriting Group I will consist of the current liability insureds whose subscription/commitment period will end on January 1, 1992. School boards that wish to exchange policies within Underwriting Group II may do so under a separate commitment undertaken by signing Appendix A. Subscription to Underwriting Group II is optional.

2. *Commitment to Underwriting Group II*

Appendix A of the Agreement has been revised to permit the selection of Underwriting Gro
II by subscribers. To join OSBIE in Underwriting Group II for property, boiler & machinery a
fidelity, check Underwriting Group II on Appendix A and return to OSBIE by May 31, 199
Your Board is already a member of Underwriting Group I, and will not need to check this optic

Your Board's decision to join Underwriting Group II will mean that OSBIE will insure yo
property, boiler & machinery and fidelity at your next renewal. We will not be asking boards
cancel their present coverages mid term. We will follow the same procedure as we did with t
Liability coverage and pick up the coverages as they are due, but pro-rate premiums to a comm
anniversary date of January 1st.

3. *Subscription Period*

The subscription period for each underwriting group is defined in 1 (d) You will note that f
Underwriting Group II, the initial subscription period is for less than 4 years in length. The obje
is to eventually have uniform 5-year periods for each group that will coincide with the liabili
group.

4. *Minimum Period of Subscription*

The minimum period of subscription to the Exchange and to Underwriting Groups has b
redefined in Section 6 The aim is to have uniform 5-year subscriptions periods, however, as s
out in 6, (2), (c), the first two Group Subscription Periods may be shorter than 5 years, but
shorter than 3 years. In the case of Group II, the first subscription period will be 4 years, endi
on January 1, 1994. This is set out in Section 1, (d), (ii).

5. *Return of Surplus Funds*

Surplus funds will be returned to member boards upon termination of an underwriting group,
through reduced premiums as provided for in Section 29 of the Amended Agreement.

6. *Termination*

In the unlikely event of the need to terminate the Exchange or a particular Underwriting Grou
the mechanics of termination are now provided in Sections 37 and 38 of the amended agreemer

7. *Subscriber Participation*

A new definition has been added, clarifying the method of calculating each subscriber's portio
of an assessment, and if an underwriting group were to be terminated, portion of surplus. Th
is outlined in Sections 30, (2) and Section 37, (4). The subscriber's participation ratio is t
ratio of a subscriber's premiums paid and payable within an underwriting group to the to
premiums paid and payable by all subscribers within the underwriting group.

1990 05 08

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Re: Addition to A. M. Cunningham Elementary School

Tenders were advertised for the above project and the following prices were received:

Falla Construction Limited.	.639,240
G. S. Wark Limited.	.653,110
Alvey Construction.	.661,485
Bestco Construction Corp.	.667,472
Okon Contracting.	.676,710
Allard Construction	.685,270
Martin-Stewart Contracting Limited.	.687,972
Harm Schilthuis & Son	.709,373

The Superintendent of Plant recommends that the Tender of Falla Construction Limited be accepted and that a contract be awarded in the amount of six hundred and thirty-nine thousand, two hundred and forty dollars ($639,240.00) for this work and that application for final approval be submitted to the Ontario Municipal Board (O.M.B.)

Tender.	$639,240
Fees, Permit & Contingency.	143,380
Debenture & O.M.B. Costs.	7,500
Estimated Cost of Project	$790,120

Recommendation:

a. That funds be provided in the amount of seven hundred and ninety thousand, one hundred and twenty dollars ($790,120.00) for this project and that a contract be awarded to Falla Construction Limited for the construction of the "Addition to A. M. Cunningham Elementary School" in the amount of six hundred and thirty-nine thousand, two hundred and forty dollars ($639,240.00).

b. THAT PURSUANT to the provisions of Part VIII, Section 208, subsection 1, of the Education Act, the Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of seven hundred and ninety-one thousand dollars ($791,000.00) for the "Addition to A. M. Cunningham Elementary School" on Wexford Avenue South in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment term not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

c. That other costs, including furniture and equipment, not mentioned herein be financed from Capital Reserves of the Board of Education for the City of Hamilton.

Prepared by: P. E. Shewfelt,
Superintendent of Finance & Treasurer and
R. T. Orlando,
Superintendent of Plant.

Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. R. Rielly,
Director of Education and
Secretary.

REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE

Present: J. Bishop, (Chairman); Trustee Desmarais, Mesdames Knol, Masters, Trott, Warren; Mr. Adamson, Drs. Marshall, Newberry and Toby.

Also Present:
B. Jazvac (Secondary School Principals' Association)
A. Kunc (Hamilton Principals' Association)
A. Mutart (Hamilton Teachers' Federation)
E. Wiens (Consultant, Special Education)
W. Lane (Special Education Consultant - Area 1)
G. Pain (Special Education Consultant - Area 2
P. Eves (Consultant)

Officials Present:
J. Yurkiw, Assistant Superintendent, Special Services
E. Hipkiss, Acting Co-ordinator, Special Education

The Committee recommends:

GENERAL

1. That the Special Education Seventh Annual Review be endorsed and approval be requested for submission to the Ministry. **(Please see attached separate report)**

2. That the report entitled "Recommendations of the Special Education Advisory Committee on the Annual Review of Special Education" be accepted. **(Please refer to Pages 32 to 35)**

3. That the Board recommend that the Ministry of Education cease use of the terms Educable Mentally Retarded (E.M.R.) and Trainable Retarded (T.R.) and use the term "Developmentally Disabled".

Respectfully submitted,

J. Bishop
Chairman

Meeting Room
1990 04 18

Recommendations from the Special Education Advisory Committee

Regarding

Annual Review of Special Education

In reviewing the Special Education services of the Hamilton Board, the Special Education Advisory Committee was unanimous in identifying the strengths of the present delivery of special education programs; these are the range of programs provided, the options and choices available to students, and the continuum of services and programs in place. The directive from the Ministry of Education that a spectrum of services will be available to students is being fully endorsed by the Hamilton Board. To insure the continued quality of these programs SEAC supports further commitment by the Board to in-service training.

SEAC endorses the mission statement of the Special Education Department:

> The Special Education Department believes in an educational system which is based on an intervention model that recognizes the unique characteristics of all learners and which is delivered within the most natural, enabling environment.
>
> (The Special Education Department's outline of an Intervention Model for the Decentralized '90's.)

and encourages the Board to continue its commitment to, and to develop the appropriate processes for, the integration of special education students into regular classroom programs. It supports the Board's decision to close the remaining special school for the Trainable Retarded this June.

The Ministry of Education is requesting that all boards develop evaluation procedures for special education for 1991. SEAC strongly supports the need for evaluation of programs and teachers. It would be good to be able to identify where are the most successful interventions for special education students. Evaluation will be an important issue in the coming year.

No report on Special Education services would be complete without recognition being given to the positive and progressive relationship which has developed between the officials and SEAC, which is valued by the Committee.

Given the preceding comments, to continue to develop quality programs and services SEAC respectfully submits the following recommendations:

In order to further implement the mission statement of Special Education SEAC recommends:

a) That the neighbourhood school should be the first consideration for placement for all students regardless of their disability.

b) That the educational needs should determine the placement of physically disabled students rather than their physical needs.

c) That the six Superintendents of Schools should be the primary administrators of Special Education programs to continue the re-organisation of the Board, and to integrate the delivery of special education with other school based programs and services.

d) That regular classroom teachers be provided with further in-service on the special education needs of their students.

e) That the Board not congregate large numbers of special education students together in elementary schools as presently at Huntingdon Park, Lisgar and Chedoke.

f) That the Board discontinue classes in non-age appropriate surroundings.

h) That schools plan to make any necessary minor physical changes (such as changing hinges and providing grab bars), and to have in place required special resources including personnel before a student with special needs starts. However, delay in completing these preparations should not be used as a reason for delaying the student's commencement date.

i) That all schools encourage exceptional students to be involved in extra-curricular activities.

Programme Issues

a) That long-range planning and year-to-year goals be incorporated in all planning for special education students, so that skills can be developed that the student will need when leaving school.

b) That literacy programs begin early for all students who are augmentative communication users.

c) That more co-op programs be provided for exceptional students.

d) That a decision be made on providing a model as a focus for

the delivery of the gifted program.

e) That clearer relationship between the provincial schools for the blind and the deaf and the Board be established.

f) That the Board consider the adequacy of support programs in the composite secondary schools.

g) That additional support is needed for students with behaviour disorders.

The Identification, Placement and Review Process

There needs to be clarification of the place and function of the IPRC procedures, including its use for:

- the allocation of resources for the student and for management;
- the tracking of students, and any possible integration with the schools computer records system ;
- the identification of multiple needs;
- long and short term planning for the student;
- long and short term planning for management.

Therefore, SEAC recommends:

a) That a review of the current IPRC process be undertaken by June 1991.

b) That such a review be undertaken with representation from SEAC, school principals, school superintendents, special services and special education.

Resources

a) That there need to be improved resources for exceptional students, such as greater access to psychological and computer services.

b) That adequate treatment space is needed in schools for the school nurse and therapists.

c) That there be on-going maintenance of specialised equipment provided by the Board.

Transportation

The Ministry has drawn the attention of boards to the need for special procedures for the safe transportation of exceptional pupils. SEAC therefore recommends:

a) That there be a review of transportation of exceptional students, which would include safety issues, and arrival and departure times from schools.

b) That such a review include a member of SEAC, as well as a representative of schools where exceptional students are transported.

Area 4 Office
Hamilton Board of Education
50 Millwood Place
Hamilton, Ontario

1990 05 08

To The Chairman and Members
Operations Management Committee

Ladies and Gentlemen:

Arrival and Departure Time of J.K. and S.K. Classes

At the December 1989 Personnel and Organization Committee Trustee Detwiler raised a concern about the staggered arrival and departure times in J.K. and S.K. It was indicated that Principals in Area 4 were discussing similar concerns.

Since then a small committee of Principals in Area 4 has met to review the entry and dismissal times for J.K. and S.K. classes in the Area, as well as any issues that relate to this procedure. Schools base daily schedules on Operating Procedure 14, which details morning and afternoon schedules for Junior and Senior Kindergarten Classes (Appendix A).

The Committee found that a number of factors exist in our schools today that were not common at the time of the Operating Procedure; for example bussing, lunchroom, and release time. School schedules vary to some degree depending on how these factors are organized in the daily schedule. Changing one often impacts negatively on the other factors.

As the Committee looked further into the situation it became clear that this was a system matter. The Principals involved in Area 4 felt that short term solutions would not be appropriate. They suggest a longer term solution based on input from those involved with Primary Education.

Currently Information Management Services through the Research Department is conducting a system wide survey.

It is recommended that Senior Management review the survey results before determining long term solutions.

Prepared and submitted by: P. Gillie - Superintendent of Schools
Area 4

Approved by: K. A. Rielly - Director and Secretary

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

August 1982 OP - 14

Operating Procedure

TOPIC:

THE SCHOOL DAY - Elementary and Junior Kindergarten hours and waiting list priorities

AUTHORITY

Legislation:

- Regulation #262 made under the Education Act

3 (3) On and after the 1st day of September, 1982, the instructional program of the school day for pupils of compulsory school age shall consist of not less than five hours excluding recesses or scheduled intervals between classes and shall begin not earlier than 8:00 a.m. and end not later than 5:00 p.m., except with approval of the Minister.

3 (8) Every board shall determine the period of time during each school day when its school buildings and playgrounds shall be open to its pupils, but in every case the buildings and playgrounds shall be open to pupils during the period beginning fifteen minutes before classes begin for the day and ending fifteen minutes after classes end for the day. O. Reg. 617/81, s. 3.

- Policy of the Board of Education - March 19, 1982

PROCEDURE

A. The School Day - Elementary

All classes will commence at 9:00 a.m. and dismissal will be at 3:45 p.m., structured in the following manner.

Morning

8:45	School and playground supervision commences
8:50 8:55	Entry to school
9:00	School day commences
11:30	Kindergarten dismissal
11:45	Lunch dismissal

Afternoon

12:50 Entry to school
1:00 Afternoon classes commence
3:30 Kindergarten dismissal
3:45 School day dismissal
4:00 School and playground supervision ends

Schools wishing to preserve a longer noon break may do so by:

a) obtaining input from parents in the community via a newsletter or similar communication

b) requesting permission from the officials at the Board with an attached rationale.

Once permission has been granted the following alternative may be implemented.

Morning session - The same as above

Aternative Afternoon session

1:00 Entry to school
1:15 Afternoon classes commence
3:45 Kindergarten dismissal
4:00 School day dismissal
4:15 School and playground supervision ends

B. Junior Kindergarten and Waiting List Priorities

1. Junior Kindergarten Hours

Morning Session

9:00 - 11:15 a.m.*

*Pupils stay until 11:30 a.m. after March Break.

Afternoon Session	Alternative Afternoon Session
1:00 - 3:15 p.m.*	1:15 - 3:30 p.m.**
*Pupils stay until 3:30 p.m. after March Break	**Pupils stay until 3:45 p.m. after March Break

2. Waiting List Priorities

a) Children living within the local school boundaries are enrolled first on a "first come, first serve" basis, to a limit of 20 children.

If no Junior Kindergarten program is offered in the local school, then the parent has the right to enroll her child in a neighbouring school, on the same basis as above (i.e., as a "local" child).

b) Children outside the local school area are placed on a waiting list, again on a first come, first serve basis.

c) If a "local" parent decides not to enroll her child at the beginning of the school year (i.e., September) then that child's name will be added (if requested) to the end of the "Waiting list", after the names of those children living outside the school area.

d) Any child already enrolled and transferring in from another school during the year takes precedence and must be admitted.

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 05 08

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendations for your approval:

(a) That the following trip requests be approved:

(i) Glen Brae, Grade 6, Environmental Education, Camp Wanakita, 1990 10 02-05, (Tuesday to Friday)

(ii) Lake Avenue, Grades 6-8 Visual Arts, Camp Kwasind, 1990 05 27-31 (Sunday to Thursday)

(iii) Robert Land, Grade 2-3, Environmental Studies, Valens Conservation Area, 1990 06 20-22 (Wednesday to Friday)

(iv) Viscount Montgomery, Grade 6, Buckhorn, Burleigh Falls, Peterborough, 1990 06 04-05 (Monday to Tuesday)

(v) Barton, Grades 9-OAC, Outdoor Education, Algonquin Park, 1990 05 23-26 (Wednesday to Saturday)

(vi) Delta, Grades 9-OAC, Outdoor Education, Bark Lake Leadership, 1990 05 28-30 (Monday to Wednesday)

(vii) Delta, Grades 9-OAC, Stratford, 1990 10 09 (Tuesday)

(viii) Parkview, Grade 9, Mount Hope Airport, 1990 05 25 (Friday)

(ix) Sir Winston Churchill, Grades 9-12, Outdoor Education, Algonquin Park, 1990 05 23-26 (Wednesday to Saturday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

1990 05 08

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Committee for Naming New School - Block 87

Working drawings are now underway for the above project and it is necessary that the name of the new school be determined. Accordingly, it is recommended that a Committee of Trustees be established to study the naming of the new Elementary School in Block 87.

Recommendation:

That an ad hoc Name Search Committee made up of 5 trustees be established to study the naming of the new elementary school in Block 87 and that the report be presented to the Operations Management Committee.

Prepared and submitted by:

R. T. Orlando,
Superintendent of Plant.

Approved by:

K. A. Rielly,
Director of Education
and Secretary.

1990 05 08

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Committee for Naming New School - Block 72

Working drawings are now underway for the above project and it is necessary that the name of the new school be determined. Accordingly, it is recommended that a Committee of Trustees be established to study the naming of the new Elementary School in Block 72.

Recommendation:

That an ad hoc Name Search Committee made up of 5 trustees be established to study the naming of the new elementary school in Block 72 and that the report be presented to the Operations Management Committee.

Prepared and submitted by:

R. T. Orlando,
Superintendent of Plant.

Approved by:

K. A. Rielly,
Director of Education
and Secretary.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

CURRICULUM, SPECIAL AND EDUCATIONAL SERVICES

TEXTBOOKS

SUBJECT TO BOARD RATIFICATION

ELEMENTARY SCHOOLS

HAMILTON PUBLIC LIBRARY
GOVERNMENT DOCUMENTS
MAY [illegible] 199[illegible]

Prepared By:

William Oja,
Textbook Department
05/90

Submitted by:

Peter Beveridge,
Superintendant of Curriculum, Special and Educational Services

Approved by:

Keith Rielly,
Director of Education

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
P57					
PARTEZ 1.2.3:NIVEAU 4 VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		11585
005 PRIMARY EDUCATION					
ACROSS THE CURRICULUM L1 SET 2 SUNSHINE SERIES 1988	GINN AND COMPANY	23.00	8		28118
ACROSS THE CURRICULUM L1 SET 3 SUNSHINE SERIES 1988	GINN AND COMPANY	23.00	8		28126
ACROSS THE CURRICULUM L1 SET 1 SUNSHINE SERIES 1988	GINN AND COMPANY	23.00	8		28100
ARE YOU A LADYBIRD? SUNSHINE SERIES BIG/BKS GINN 1988	GINN AND COMPANY	28.00	8		28159
BIRTHDAYS:READ-TOGETHER BKS SUNSHINE SERIES GINN 1988	GINN AND COMPANY	28.00	8		28027
BOOKSHELF STAGE 1 SCH 1989	SCHOLASTIC	210.00 KT	3		42952
BOOKSHELF STAGE 2 SCH 1989	SCHOLASTIC	245.00	3		42960
BOOKSHELF STAGE 3 SCH 1989	SCHOLASTIC	280.00	2		42978
CLYDE KLUTTER'S ROOM:READ-TOGETHER BK SUNSHINE SERIES	GINN AND COMPANY	28.00	8		28068
DAVID'S FATHER ANNICK	ANNICK PRESS	42.00	3	KT	13995
DINNER AT AUNTIE ROSE'S ANNICK	ANNICK PRESS	42.00	3	KT	13409
DINOSAURS L1 SUNSHINE SERIES BIG/BKS GINN 1988	GINN AND COMPANY	28.00	8		28142
DIPPY DINNER DRIPPERS:READ-TOGETHER BKS SUNSHINE SERIES	GINN AND COMPANY	28.00	8		28035
EMILY UMILY ANNICK	ANNICK PRESS	42.00	3	KT	13854
I'M GLAD TO SAY:READ-TOGETHER BKS SUNSHINE SERIES GINN	GINN AND COMPANY	28.00	8		28043
JONATHAN CLEANED UP-THEN HE HEARD A SOUND ANNICK	ANNICK PRESS	42.00	3	KT	06817
LANGUAGE IS FUN BIG PICTURE BOOK BK 2 SUNSHINE SERIES	GINN AND COMPANY	28.00	8		28217
LANGUAGE IS FUN BIG PICTURE BOOK BK1 SUNSHINE SERIES	GINN AND COMPANY	28.00	8		28191
LANGUAGE IS FUN TCH/GD BK 1 SUNSHINE SERIES 1988	GINN AND COMPANY	40.00	8		28183
LANGUAGE IS FUN TCH/GD BK 2 SUNSHINE SERIES 1988	GINN AND COMPANY	40.00	8		28209
LITTLE YELLOW CHICKEN:READ-TOGETHER BKS SUNSHINE SERIES	GINN AND COMPANY	28.00	8		28050
MOM AND DAD DON'T LIVE TOGETHER ANYMORE ANNICK	ANNICK PRESS	42.00	3	KT	13433
MRS. MUDDLE MUD-PUDDLE:READ-TOGETHER BK SUNSHINE SERIES	GINN AND COMPANY	28.00	8		28092
SMALL WORLD L1 SUNSHINE SERIES GINN 1988	GINN AND COMPANY	28.00	8		28134

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
005 PRIMARY EDUCATION					
SUNSHINE SERIES LEVEL 1 SET F GINN 1988	GINN AND COMPANY	20.00	S		26724
SUNSHINE SERIES LEVEL 1 SET E GINN 1988	GINN AND COMPANY	20.00	8		26716
SUNSHINE SERIES LEVEL 1 SET G GINN 1988	GINN AND COMPANY	20.00	8		26757
SUNSHINE SERIES LEVEL 1 SET H GINN 1988	GINN AND COMPANY	20.00	8		26740
SUNSHINE SERIES LEVEL 1 SET I GINN 1988	GINN AND COMPANY	20.00	8		26773
SUNSHINE SERIES LEVEL 1 SET J GINN 1988	GINN AND COMPANY	20.00	8		26781
SUNSHINE SERIES LEVEL 2 (4 TITLES) GINN 1988	GINN AND COMPANY	14.50	8		26799
SUNSHINE SERIES LEVEL 3 (4 TITLES) GINN 1988	GINN AND COMPANY	14.50	8		26807
SUPERKIDS:READ-TOGETHER BK SUNSHINE SERIES GINN 1988	GINN AND COMPANY	28.00	8		28076
WHAT AM I? SUNSHINE SERIES GINN 1988	GINN AND COMPANY	28.00	8		28175
WICKED PIRATES:READ-TOGETHER BK SUNSHINE SERIES 1988	GINN AND COMPANY	28.00	8		28084
WRITING PROGRAMME, THE 1 TCH/MAN GMC 1988	GLOBE/MODERN CURRIC PRESS	13.50	9		42887
WRITING PROGRAMME, THE 1 WRKBK GMC 1988	GLOBE/MODERN CURRIC PRESS	8.50	2		42911
WRITING PROGRAMME, THE 2 TCH/MAN GMC 1988	GLOBE/MODERN CURRIC PRESS	13.50	9		42895
WRITING PROGRAMME, THE 2 WRKBK GMC 1989	GLOBE/MODERN CURRIC PRESS	8.50	2		42929
WRITING PROGRAMME, THE 3 TCH/MAN GMC 1988	GLOBE/MODERN CURRIC PRESS	13.50	9		42903
WRITING PROGRAMME, THE 3 WRKBK GMC 1989	GLOBE/MODERN CURRIC PRESS	8.50	2		42937
016					
ADVENTURES OF CONNIE AND DIEGO,THE CHILDRENS BK ST	CHILDREN'S BOOK STORE	15.00	3		29967
ADVENTURES OF MISTY COLLECTION WINTERGREEN	WINTERGREEN	20.00	1		30536
ADVENTURES OF SHERLOCK HOLMES ILLUSTRATED CLASSICS CL2	ACADEMIC BOOK CARAVANS	4.50	1		30726
ANIMALS AND WHERE THEY LIVE WINTERGREEN	WINTERGREEN	13.50	1		30783
ASHLEY DICTIONARY,THE EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54197
BASIC CONCEPTS OF VERBS AND CONJUGATION DOM PR	DOMINIE PRESS	4.00	3		30338
BEGIN AT THE BEGINNING DOM PR	DOMINIE PRESS	7.00	3		30221
BEGIN AT THE BEGINNING TCH/GUIDE DOM PR	DOMINIE PRESS	5.50	9		30239

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
		016					
BEGINNING MATH	GLC		GLOBE/MODERN CURRIC PRESS	20.00	8		30114
BLACK BEAUTY ILLUSTRATED CLASSICS	COLLECTION 1		ACADEMIC BOOK CARAVANS	4.50	1		30569
BLACKBOARD GAMES	FERRON		ATLANTIC BOOK	5.00	3		30015
BOOK OF FAIRY TALES			BRITANNICA	17.50	1		30858
BOOK OF NURSERY TALES			BRITANNICA	17.50	1		30882
BUILDING THE FOUNDATION	DOM PR		DOMINIE PRESS	2.50	3		30213
CAMBRIDGE LEGENDS, SEVEN WONDERS OF THE WORLD	DOM PR		GENERAL PUBLISHING	24.50	1		30429
CLOZE PLUS	DOM PR		DOMINIE PRESS	8.00	3		29868
DEERMAN, THE	DOM PR		DOMINIE PRESS	9.00	3		30171
DR. JEKYLL & MR. HYDE ILLUSTRATED CLASSICS	COLLECT 1		ACADEMIC BOOK CARAVANS	4.50	1		30577
DR. SCHELL STORIES BK1	GLC		GLOBE/MODERN CURRIC PRESS	9.00	3		30122
DR. SCHELL STORIES BK2	GLC		GLOBE/MODERN CURRIC PRESS	9.00	3		30130
DRACULA ILLUSTRATED CLASSICS	COLLECTION 1		ACADEMIC BOOK CARAVANS	4.50	1		30635
EARLY LEARNING LIBRARY	WINTERGREEN		WINTERGREEN	114.00	1		30775
EFL/ESL CLASS STARTERS	GAGE	1988	GAGE	15.50	3		29918
ENGLISH IS MY NEW LANGUAGE COMPLETE SET	MON		MONARCH	73.00	3		28639
ENGLISH PLAIN AND SIMPLE TEXT	DOM PR		DOMINIE PRESS	13.00	3		30346
ENGLISH PLAIN AND SIMPLE WKBK	DOM PR		DOMINIE PRESS	3.00	1		30353
ENGLISH THROUGH DRAMA	DOM PR		DOMINIE PRESS	13.50	3		30247
ENGLISH THROUGH POETRY	DOM PR		DOMINIE PRESS	13.50	3		30288
ESL TEACHER'S ACTIVITY KIT	PH		PRENTICE-HALL	41.00	9		29983
FAMILIES (10 CARD GAMES FOR LANG LEARNERS)	DOM PR		DOMINIE PRESS	13.00	3		29892
FASCINATING WORLD OF SNAKES	WINTERGREEN		WINTERGREEN	25.00	1		30544
FIRST BOOK OF BUTTERFLIES	WINTERGREEN		WINTERGREEN	8.50	1		30791
FIRST THESAURUS, A	BRITANNICA		BRITANNICA	14.00	1		30478
FIVE SENSES SERIES	WINTERGREEN		WINTERGREEN	39.00	1		30767

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
016					
FRANKENSTEIN ILLUSTRATED CLASSICS COLLECTION 1	ACADEMIC BOOK CARAVANS	4.50	1		30593
GETTING INTO PAPERBACK WINTERGREEN	WINTERGREEN	25.50	1		30551
GIFT OF THE MAGI DOM PR	DOMINIE PRESS	8.00	3		30155
GRAMMAR GAMES DOM PR	DOMINIE PRESS	15.00	3		30320
GRANDFATHER'S STORIES (COMPLETE SET 10 BKS) DOM PR 1988	DOMINIE PRESS	67.50	3		29900
GULLIVER'S TRAVELS ILLUSTRATED CLASSICS COLLECT 2 ABC	ACADEMIC BOOK CARAVANS	4.50	1		30700
HANDBOOK FOR ESL LITERACY, A DOM PR	DOMINIE PRESS	10.00	9		30205
HERITAGE DICTIONARY CANTONESE EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54262
HERITAGE DICTIONARY ESTONIAN EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54296
HERITAGE DICTIONARY FRENCH EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54205
HERITAGE DICTIONARY GREEK EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54239
HERITAGE DICTIONARY ITALIAN EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54221
HERITAGE DICTIONARY LATVIAN EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54270
HERITAGE DICTIONARY LITHUANIAN EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54288
HERITAGE DICTIONARY POLISH EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54247
HERITAGE DICTIONARY SPANISH EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54213
HERITAGE DICTIONARY UKRAINIAN EDITIONS RENYI 1989	EDITIONS RENYI INC	25.00	3		54254
HOORAY FOR ENGLISH! LEVEL 1 STUDENT BK GAGE 1988	GAGE	10.50	1		30460
HOORAY FOR ENGLISH! LEVEL 1 TCH/MAN 1988	GAGE	31.00	1		35311
HOORAY FOR ENGLISH! LEVEL 1 WKBK 1988	GAGE	6.00	1		35329
HOORAY FOR ENGLISH! LEVEL 2 STUDENT BK 1988	GAGE	10.50	1		35337
HOORAY FOR ENGLISH! LEVEL 2 TCH/MAN 1988	GAGE	31.00	1		35345
HOORAY FOR ENGLISH! LEVEL 2 WKBK 1988	GAGE	6.00	1		35352
HOORAY FOR ENGLISH! LEVEL 3 STUDENT BK 1988	GAGE	10.50	1		35360
HOORAY FOR ENGLISH! LEVEL 3 TCH/MAN 1988	GAGE	31.00	1		35378
HOORAY FOR ENGLISH! LEVEL 3 WKBK 1988	GAGE	6.00	1		353

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
	016					
HOORAY FOR ENGLISH! LEVEL 4 STUDENT BK	1988	GAGE	10.50	1		35428
HOORAY FOR ENGLISH! LEVEL 4 TCH/MAN	1988	GAGE	28.00	1		35436
HOORAY FOR ENGLISH! LEVEL 4 WKBK	1988	GAGE	6.00	1		35444
HOORAY FOR ENGLISH! LEVEL 5 STUDENT BK	1988	GAGE	10.50	1		35469
HOORAY FOR ENGLISH! LEVEL 5 TCH/MAN	1988	GAGE	31.00	1		35477
HOORAY FOR ENGLISH! LEVEL 5 WKBK	1988	GAGE	6.00	1		35485
HOORAY FOR ENGLISH! LEVEL 6 STUDENT BK	1988	GAGE	10.50	1		35501
HOORAY FOR ENGLISH! LEVEL 6 TCH/MAN	1988	GAGE	31.00	1		35493
HOORAY FOR ENGLISH! LEVEL 6 WKBK	1988	GAGE	6.00	1		35519
HUCKLEBERRY FINN ILLUSTRATED CLASSICS	COLLECT 1	ACADEMIC BOOK CARAVANS	4.50	1		30643
INVISIBLE MAN, THE ILLUSTRATED CLASSICS	COLLECT 2	ACADEMIC BOOK CARAVANS	4.50	1		30692
IT'S RHYME TIME BIG BOOK		GLOBE/MODERN CURRIC PRESS	24.00	1		30924
JAZZ CHANT FAIRY TALES	OXFORD	OXFORD UNIVERSITY PRESS	16.00	3		29736
JAZZ CHANT FAIRY TALES TCH/ED	OUP	OXFORD UNIVERSITY PRESS	22.00	9		29744
JAZZ CHANTS FOR CHILDREN TCH/BK	OXFORD	OXFORD UNIVERSITY PRESS	18.50	9		29751
JELLY ON THE PLATE BIG BOOK		GLOBE/MODERN CURRIC PRESS	33.00	1		30932
JIGSAW STARTER KIT JIGSAW SERIES	DOM PR	DOMINIE PRESS	16.00	3		29850
JOY OF VOCABULARY, THE		DOMINIE PRESS	20.00	1		30395
JOY OF VOCABULARY, THE	DOM PR	DOMINIE PRESS	15.00	1		30361
JOY OF VOCABULARY, THE (ANSWER KEY)	DOM PR	DOMINIE PRESS	4.00	1		30403
KID'S CLASSICS	WINTERGREEN	WINTERGREEN	84.00	1		30494
KIDNAPPED ILLUSTRATED CLASSICS	COLLECTION 2	ACADEMIC BOOK CARAVANS	4.50	1		30668
KING JAHANGIR & THE BABY (ENG & ARABIC)	CHILDRENS BK ST	CHILDREN'S BOOK STORE	10.00	3		29959
LEGENDS OF EARTH, AIR, FIRE, WATER		JEWILL BROS	24.50	1		30445
LEGENDS OF THE ANIMAL WORLD		JEWILL BROS	24.50	1		30437
LITTLE WEAVER OF THAI-YEN VILLAGE,THE (ENG & VIET)	CBS	CHILDREN'S BOOK STORE	15.00	3		29926

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
016					
MAKE ME LAUGH WINTERGREEN	WINTERGREEN	33.00	1		30528
MOBY DICK:ILLUSTRATED CLASSICS COLLECTION 1 ABC	ACADEMIC BOOK CARAVANS	4.50	1		30601
MOTIVATORS FOR READING - FERRON	ATLANTIC BOOK	6.00	3		30007
NEW LEGENDS OF JOURNEY	JEWILL BROS	24.50	1		30452
NEW OXFORD PICTURE DICTIONARY BEGINNER'S WKBK	OXFORD UNIVERSITY PRESS	8.00	3		29819
NEW OXFORD PICTURE DICTIONARY INTERMED WKBK	OXFORD UNIVERSITY PRESS	8.00	3		29827
NEW OXFORD PICTURE DICTIONARY TCHR/GUIDE	OXFORD UNIVERSITY PRESS	6.00	9		29843
NEW OXFORD PICTURE DICTIONARY (ENG/CHINESE)	OXFORD UNIVERSITY PRESS	9.50	3		29769
NEW OXFORD PICTURE DICTIONARY (ENG/KOREAN)	OXFORD UNIVERSITY PRESS	9.50	3		29793
NEW OXFORD PICTURE DICTIONARY (ENG/SPANISH)	OXFORD UNIVERSITY PRESS	9.50	3		29777
NEW OXFORD PICTURE DICTIONARY (ENG/URDU)	OXFORD UNIVERSITY PRESS	9.00	1		30486
NEW OXFORD PICTURE DICTIONARY (ENG/VIETNAMESE)	OXFORD UNIVERSITY PRESS	9.50	3		29785
NEW OXFORD PICTURE DICTIONARY (MONOLINGUAL)	OXFORD UNIVERSITY PRESS	9.50	3		29801
NEW OXFORD PICTURE DICTIONARY (VOCAB PLAYING CARDS)	OXFORD UNIVERSITY PRESS	9.00	3		29835
OXFORD CHILDREN'S PICTURE DICTIONARY DOM PR	OXFORD UNIVERSITY PRESS	13.50	3		29678
OXFORD CHILDREN'S THESAURUS CHILDRENS BK ST	CHILDREN'S BOOK STORE	10.00	3		29975
OXFORD ENGLISH PICTURE DICTIONARY (ENG/PUNJABI)	OXFORD UNIVERSITY PRESS	9.00	3		29728
PRIMARY HEADWORK 1 OXFORD	OXFORD UNIVERSITY PRESS	6.50	3		29652
PRIMARY HEADWORK 2 OXFORD	OXFORD UNIVERSITY PRESS	6.50	3		29660
RAMU & THE TIGER (ENG & PUNJABI) CHILDRENS BK ST	CHILDREN'S BOOK STORE	10.00	3		29934
REAL WRITING DOM PR	DOMINIE PRESS	12.50	3		30148
REALLY ME LAUGH WINTERGREEN	WINTERGREEN	197.00	1		30510
ROBINSON CRUSOE:ILLUSTRATED CLASSICS COLLECTION 3	ACADEMIC BOOK CARAVANS	4.50	1		30734
SCIENCE PICTURE LIBRARY	WINTERGREEN	65.00	1		30841
SUN, STARS AND PLANETS WINTERGREEN	WINTERGREEN	15.50	1		30833
SWISS FAMILY ROBINSON:ILLUSTRATED CLASSICS COL 3 ABC	ACADEMIC BOOK CARAVANS	4.50	1		30759

TEXTBOOK PROGRAM - ELEMENTARY SCHOOLS
BOARD RATIFICATION LIST

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
			016				
TEN STRANGE TALES (10 S)	DOM PR		DOMINIE PRESS	9.00	3		29876
TOM SAWYER:ILLUSTRATED CLASSICS COL 1	ABC		ACADEMIC BOOK CARAVANS	4.50	1		30619
TREASURE ISLAND:ILLUSTRATED CLASSICS COL 1	ABC		ACADEMIC BOOK CARAVANS	4.50	1		30650
TWENTY RHYMES BIG BOOK			GLOBE/MODERN CURRIC PRESS	21.50	1		30957
WHAT DOESN'T BELONG? BIG BOOK			GLOBE/MODERN CIRRIC PRESS	17.50	1		30916
WHAT'S SO FUNNY?	DOM PR		DOMINIE PRESS	13.50	3		30296
WHO DISCOVERED AMERICA? JIGSAW SERIES	DOM PR		DOMINIE PRESS	40.00	3		29884
WONDERS WORLD BOOK SET	WINTERGREEN		WINTERGREEN	40.00	1		30825
WRITING WARM UPS	DOM PR		DOMINIE PRESS	30.00	3		30197
ZODIAC, THE	DOM PR		DOMINIE PRESS	13.00	1		30411
			018 ENGLISH STUDIES				
ALL AT SEA	GINN	1989	GINN AND COMPANY	21.00	3		26336
CHECK & DOUBLE CHECK PHONICS READINESS	GREEN SCH/CH		SCHOLAR'S CHOICE	4.00	2		26492
COULD DRACULA LIVE IN WOODFORD?:JOURNEYS 4	GINN	1988	GINN AND COMPANY	4.50	1		26468
DARK,THE:SUNSHINE SERIES LEVEL 8 PLAYS	GINN	1988	GINN AND COMPANY	11.00	8		26872
DICTIONARY FOR YOUNG CANADIANS	GMC	1988	GLOBE/MODERN CURRIC PRESS	20.00	8		10314
EATING OUT:SUNSHINE SERIES LEVEL 11	GINN	1988	GINN AND COMPANY	22.00	8		26971
ELLIOT AND THE KELLY CATS:SUNSHINE SERIES L11	GINN	1988	GINN AND COMPANY	19.00	8		26963
EMERGENT FICTION SET B	GINN		GINN AND COMPANY	20.00	3		26427
EMERGENT FICTION SET C	GINN		GINN AND COMPANY	20.00	3		26435
EMERGENT FICTION SET E	GINN		GINN AND COMPANY	20.00	3		26443
EVERYTIME I CLIMB A TREE	NELSON		NELSON	15.00	8		28852
EVERYTIME I CLIMB A TREE LISTENING TAPES	NELSON		NELSON	80.00	3		29082
EVERYTIME I CLIMB A TREE STRATEGY BK	NELSON		NELSON	4.00	3		28951
EVERYTIME I CLIMB A TREE TCH/RES/ BK	NELSON		NELSON	33.00	9		28860
GET READY SET 8 THE STORY BOX	GINN		GINN AND COMPANY	20.00	3		26419

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
018 ENGLISH STUDIES							
GET READY SET C THE STORY BOX	GINN		GINN AND COMPANY	20.00	3		26401
GINGERBREAD MAN	GIN	1988	GINN AND COMPANY	18.50	3		26310
GROW-UP:SUNSHINE SERIES LEVEL 9 PLAYS	GINN	1988	GINN AND COMPANY	20.00	8		26914
HOME MOVIES:NETWORKS EASY	NELSON	1988	NELSON	24.00	8		09696
ISLAND TREASURES:NETWORKS ACTIVITY BK EASY	NELSON	1988	NELSON	4.00	3		07963
ISLAND TREASURES:NETWORKS ACTIVITY BOOK	NELSON	1988	NELSON	4.00	3		08417
JOURNEYS LEVEL 1/2 RESOURCE BK	GINN		GINN AND COMPANY	40.00	9		29140
JOURNEYS LEVEL 1:ANTHOLOGY PKG OF 6	GINN		GINN AND COMPANY	14.00	3		29108
JOURNEYS LEVEL 2:ANTHOLOGY PKG OF 7	GINN		GINN AND COMPANY	16.00	3		29132
JOURNEYS LEVELS 1 AND 2:ACTIVITY MASTERS	GINN		GINN AND COMPANY	25.00	3		29124
KURO THE STARLING:NETWORKS EASY	NELSON	1988	NELSON	24.00	8		09605
MASTER CURL:SUNSHINE SERIES LEVEL 10 PLAYS	GINN	1988	GINN AND COMPANY	22.00	8		26930
MY FIRST THESAURUS	NELSON	1989	NELSON	11.00	3		27045
MYSTERY OF THE GHOSTLY RIDERS	GAGE	1989	GAGE	5.00	3		26559
NETWORKS BLACKLINE MASTERS GR 3	NELSON	1988	NELSON	40.00	3		09746
PHONICS LEVEL A BLACK/WHITE	GMC	1987	GLOBE/MODERN CURRIC PRESS	8.00	2		27441
PHONICS LEVEL B BLACK/WHITE	GMC	1987	GLOBE/MODERN CURRIC PRESS	8.00	2		27458
PHONICS LEVEL C BLACK/WHITE	GMC		GLOBE/MODERN CURRIC PRESS	7.50	2		26484
READING CORNERS 1:EXPRESSWAYS 2	GAGE	1988	GAGE	31.00	8		09878
READING CORNERS 2:EXPRESSWAYS 2	GAGE	1988	GAGE	31.00	8		09886
READING CORNERS 3:EXPRESSWAYS 2	GAGE	1988	GAGE	31.00	8		10215
READING CORNERS 4:EXPRESSWAYS 2	GAGE	1988	GAGE	30.00	8		10249
REMOVE THE BLINDFOLD BK 2	OXFORD	1987	OXFORD UNIVERSITY PRESS	18.00	2		27482
RHYME BOOKS LEVEL 1	GINN		GINN AND COMPANY	9.00	3		26385
RHYME BOOKS LEVEL 1	GINN		GINN AND COMPANY	9.00	3		26344
RIDE THE WAVE:JOURNEYS 6	GINN	1989	GINN AND COMPANY	19.50	3		27466

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
018 ENGLISH STUDIES					
ROBOT ALERT:JOURNEYS 5 GINN 1988	GINN AND COMPANY	4.50	1		26450
SAND SCULPTURES:NETWORKS ACTIVITY BK EASY NELSON 1988	NELSON	4.00	3		07716
SAND SCULPTURES:NETWORKS ACTIVITY BOOK NELSON 1988	NELSON	4.00	3		07922
SAND SCULPTURES:NETWORKS TCH/GUIDE NELSON 1988	NELSON	35.00	3		07153
SEA CASTLES:NETWORKS TCH/GUIDE NELSON 1988	NELSON	35.00	3		07088
SHOPPING GINN 1989	GINN AND COMPANY	21.00	3		26328
SHUTTLE-X4:SUNSHINE SERIES LEVEL 9 PLAYS GINN 1988	GINN AND COMPANY	28.00	8		26906
SOUNDWAVES:NETWORKS NELSON 1988	NELSON	70.00	3		09761
SPELLING/WRITING CONNECTIONS BK 7 NELSON 1988	NELSON	8.00	2		26583
SPELLING/WRITING CONNECTIONS BK 8 NELSON 1988	NELSON	8.00	2		26575
SUNSHINE SERIES LEVEL 10 GINN 1988	GINN AND COMPANY	15.50	8		26922
SUNSHINE SERIES LEVEL 11 GINN 1988	GINN AND COMPANY	15.50	8		26955
SUNSHINE SERIES LEVEL 4 (4 TITLES) GINN 1988	GINN AND COMPANY	14.50	8		26815
SUNSHINE SERIES LEVEL 5 (4 TITLES) GINN 1988	GINN AND COMPANY	15.50	8		26831
SUNSHINE SERIES LEVEL 6 (4 TITLES) GINN 1988	GINN AND COMPANY	16.00	8		26849
SUNSHINE SERIES LEVEL 7 (4 TITLES) GINN 1988	GINN AND COMPANY	15.50	8		26856
SUNSHINE SERIES LEVEL 8 (4 TITLES) GINN 1988	GINN AND COMPANY	15.50	8		26864
SUNSHINE SERIES LEVEL 9 GINN 1988	GINN AND COMPANY	15.50	8		26898
SWINGING BELOW A STAR ANTHOLOGY NELSON 1989	NELSON	15.00	2		27029
SWINGING BELOW A STAR STRATEGY/BK NELSON 1989	NELSON	4.00	3		27037
WEEKEND:SUNSHINE SERIES LEVEL 10 PLAYS GINN 1988	GINN AND COMPANY	19.00	8		26948
WINTER WELCOMES:NETWORKS ACTIVITY BK EASY NELSON 1988	NELSON	4.00	3		07187
WINTER WELCOMES:NETWORKS ACTIVITY BOOK NELSON 1988	NELSON	4.00	3		07690
ZE KING SHALL SING:SUNSHINE SERIES LEVEL 8 PLAYS GINN	GINN AND COMPANY	20.00	8		26880
020 GEOGRAPHY					
EXPLORING PHYSICAL PATTERNS PH 1988	PRENTICE-HALL	23.00	2		26609

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
			020 GEOGRAPHY				
INVESTIGATING THE PHYSICAL WORLD	GAGE	1988	GAGE	26.00	2		26567
OUR WORLD: DISCOVERING PATTERNS IN PHYSICAL GEOGRAPHY			D. C. HEATH	27.00	2		26534
PHYSICAL GEOGRAPHY: A WORLD PERSPECTIVE	HBJ	1988	HARCOURT BRACE JOVANOVICH	20.00	2		26526
RIVERS OF THE WORLD	NELSON		NELSON	16.00	2		27391
YOUNG GEOGRAPHER INVESTIGATES RIVERS, THE	OXFORD	1986	OXFORD UNIVERSITY PRESS	11.00	2		27425
			025 GUIDANCE				
SET YOUR COURSE BK 2	GC	1978	GUIDANCE CENTRE	8.00	1		27433
			030 HISTORY				
ORIGINS: A HISTORY OF CANADA	FWH		FITZHENRY & WHITESIDE	25.00	2		26518
			050 LANGUAGES: CORE PROG				
FRANCAIS EN ACTION 4 FENETRE SUR LA VIE	STUD/BK	1988	D. C. HEATH	20.00	2		26633
FRANCAIS EN ACTION 4 LE VOYAGE VERS L'OUEST	HEATH	1988	D. C. HEATH	10.50	3		26625
			057 FRENCH IMMERSION				
A LA DECOURVERTE DES SCIENCES GUIDES DU MAITRE	LIDEC		LIDEC	30.00	9		14738
A LA DECOUVERTE DES SCIENCES DE LA NATURE 1 ELEVE	LIDEC		LIDEC	17.00	3		38067
A LA DECOUVERTE DES SCIENCES DE LA NATURE 1 GUIDE	LIDEC		LIDEC	30.00	9		38075
A LA DECOUVERTE DES SCIENCES DE LA NATURE 2 ELEVE	LIDEC		LIDEC INC	18.00	9		39404
A LA DECOUVERTE DES SCIENCES DE LA NATURE 2 GUIDE	LIDEC		LIDEC INC	36.00	9		39412
A LA DECOUVERTE DES SCIENCES DE LA NATURE 3 ELEVE	LIDEC		LIDEC INC	19.00	9		39719
A LA DECOUVERTE DES SCIENCES DE LA NATURE 3 GUIDE	LIDEC		LIDEC INC	36.00	9		39727
A LA VOLETTE (5):TOUS ENSEMBLE	DOUBLEDAY		ACADEMIC BOOK CARAVANS	12.50	3		38281
A MOTS DECOUVERTS:GUIDE PEDAGOGIQUE 1E PARTIE	MONDIA		MEDIALIV	26.50	9		38950
A MOTS DECOUVERTS:GUIDE PEDAGOGIQUE 2E PARTIE	MONDIA		MEDIALIV	44.50	9		38968
A MOTS DECOUVERTS:SERIE DE 42 LIVRETS	MONDIA		MEDIALIV	75.00	8		38935
A MOTS DECOUVERTS:SERIE 10	MONDIA		MEDIALIV	13.00	8		38927
A MOTS DECOUVERTS:SERIES 1 A 3	MONDIA		MEDIALIV	7.00	8		38802

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
057 FRENCH IMMERSION					
A MOTS DECOUVERTS:SERIES 4 A 9 MONDIA	MEDIALIV	8.00	8		38810
ALLONS TOUS A LA PARADE (5):TOUS ENSEMBLE DOUBLEDAY	ACADEMIC BOOK CARAVANS	12.50	3		38224
AMERINDIENS DE LA COTE-NORD DU PACIFIQUE,LES VIVANTES	CENTRE EDU ET CULTUREL	20.00	3		40980
AMERINDIENS DES FORETS DE L'EST,LES VIVANTES	CENTRE EDU ET CULTUREL	20.00	3		40964
AMERINDIENS DES PLAINES,LES VIVANTES	CENTRE EDU ET CULTUREL	20.00	3		40972
AMERINDIENS DU SUBARCTIQUE,LES VIVANTES	CENTRE EDU ET CULTUREL	20.00	3		40998
AMERIQUE DU NORD CAHIER D'EXERCICES C F-O	CENTRE FRANCO-ONTARIEN	8.50	8		42036
AMERIQUE DU NORD CORRIGE C F-O	CENTRE FRANCO-ONTARIEN	6.00	9		42010
AMERIQUE DU NORD GUIDE C F-O	CENTRE FRANCO-ONTARIEN	15.00	9		42002
AMERIQUE DU NORD PLAN D'ETUDES C F-O	CENTRE FRANCO-ONTARIEN	25.50	9		42028
AMERIQUE DU NORD SOLUTIONNAIRE C F-O	CENTRE FRANCO-ONTARIEN	8.00	9		42044
AMIS DE NADIA ET MARTIN,LES THEME 13:CATARADI 1 CEC	CENTRE EDU ET CULTUREL	16.00	3		37697
ANEMONE ET PIPO THEME 12:CATARADI 1 CEC	CENTRE EDU ET CULTUREL	16.00	3		37663
ATLAS DU MONDE NELSON	NELSON	15.00	8		35873
ATTRIBUTE GAMES AND ACTIVITIES SPECTRUM	SPECTRUM	16.50	9		37135
BALUCHON A L'ATELIER CAHIER 1ERE PARTIE LIDEC	LIDEC INC	5.50	3		39446
BALUCHON A L'ATELIER CAHIER 2E PARTIE LIDEC	LIDEC INC	7.50	3		39453
BALUCHON ENSEMBLE DE 36 LIVRETS LIDEC	LIDEC INC	63.50	9		39461
BALUCHON MESSAGER RECUEIL DE TEXTES 1ERE PARTIE LIDEC	LIDEC INC	9.50	3		39420
BALUCHON MESSAGER RECUEIL DE TEXTES 2E PARTIE LIDEC	LIDEC INC	11.50	3		39438
BESCHERELLE LAIT DE CONJUGER,LES CEC	CENTRE EDU ET CULTUREL	7.50	3		15297
BLANCHE ENTRE NOUS (COMPREHENSION) AUDIO-FORUM	AUDIO-FORUM	18.00	9		40675
BONJOUR LES AMIS!:MOUSTIQUE GRAFICOR	LES PUBLICATIONS GRAFICOR	3.50	3		38679
BONSOIR MADAME L'ETOILE (5):TOUS ENSEMBLE DOUBLEDAY	ACADEMIC BOOK CARAVANS	12.50	3		38232
BOSSU DE NOTRE DAME,LE FIDES	EDITIONS CHAMPLAIN	6.00	8		27557
CANADA D'AUJOURD'HUI,LE CARTE #30 B&B	BRAULT AND BOUTHILLIER	92.00	9		39990

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
057 FRENCH IMMERSION							
CANADA,LE CARTE #38		B&B	BRAULT AND BOUTHILLIER	92.00	9		40006
CAPUCINE 1 A 10:NIVEAU 2	VIVANTES		CENTRE EDU ET CULTUREL	20.00	3		36590
CAPUCINE 11 A 25:NIVEAU 3	VIVANTES	1982	CENTRE EDU ET CULTUREL	33.00	3		15065
CARACTERISTIQUES DES ETRES VIVANTS	CAHIER	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41749
CARACTERISTIQUES DES ETRES VIVANTS	CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41756
CARACTERISTIQUES DES ETRES VIVANTS	DOC DE SOL	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41731
CARROUSEL CAHIER D'ACTIVITES 1:NIVEAU 6	VIVANTES		CENTRE EDU ET CULTUREL	4.00	3		36772
CARROUSEL CAHIER D'ACTIVITES 2:NIVEAU 6	VIVANTES		CENTRE EDU ET CULTUREL	4.00	3		36780
CARROUSEL GUIDE PEDAGOGIQUE 1:NIVEAU 6	VIVANTES		CENTRE EDU ET CULTUREL	21.00	9		36830
CARROUSEL GUIDE PEDAGOGIQUE 2:NIVEAU 6	VIVANTES		CENTRE EDU ET CULTUREL	21.00	9		36855
CARROUSEL, LIVRE DE LECTURE:NIVEAU 6	VIVANTES		CENTRE EDU ET CULTUREL	14.50	8		36749
CARTE DU CANADA DE WESTERMAN,LA	CARTO/CAN		CARTO/CAN	155.00	9		41277
CARTE:LE MONDE POLITIQUE	CARTO/CAN		CARTO/CAN	130.00	9		42234
CASSE-TETE CHINOIS	TISSEYRE		ED PIERRE TISSEYRE	11.00	3		27532
CASTASTROPHES DE ROSALIE,LES	ECHELLE		ED LA COURTE ECHELLE	8.00	3		27516
CATARADI 1 GRAND LIVRE EXTRA TERRESTRE	CEC		CENTRE EDU ET CULTUREL	31.50	9		37226
CATARADI 1 1ER ET 2E SEMESTRE JEU DE MANIPULATION	CEC		CENTRE EDU ET CULTUREL	150.00	9		37325
CATARADI 1 1ER SEMESTRE FICHES A REPRODUIRE	CEC		CENTRE EDU ET CULTUREL	31.50	9		37200
CATARADI 1 1ER SEMESTRE GUIDE PEDAGOGIQUE	CEC		CENTRE EDU ET CULTUREL	22.50	9		37192
CATARADI 1 1ER SEMESTRE LIVRETS A (10)	CEC		CENTRE EDU ET CULTUREL	9.00	3		37168
CATARADI 1 1ER SEMESTRE LIVRETS THEMES 1 A 8	CEC		CENTRE EDU ET CULTUREL	31.00	3		37150
CATARADI 1 2E SEMESTRE FICHES A REPRODUIRE	CEC		CENTRE EDU ET CULTUREL	31.50	9		37317
CATARADI 1 2E SEMESTRE GUIDE PEDAGOGIQUE	CEC		CENTRE EDU ET CULTUREL	28.50	9		37309
CATARADI 1 2E SEMESTRE LIVRETS A (10)	CEC		CENTRE EDU ET CULTUREL	9.50	3		37259
CATARADI 1 2E SEMESTRE LIVRETS B (10)	CEC		CENTRE EDU ET CULTUREL	9.50	3		37275
CATARADI 1 2E SEMESTRE LIVRETS C (10)	CEC		CENTRE EDU ET CULTUREL	9.50	3		37283

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057 FRENCH IMMERSION						
CATARADI 1 2E SEMESTRE LIVRETS THEMES 9 A 14	CEC	CENTRE EDU ET CULTUREL	31.00	3		37234
CATARADI 2 1ER ET 2E SEMESTRES JEU DE MANIPULATION	CEC	CENTRE EDU ET CULTUREL	175.00	9		37507
CATARADI 2 1ER SEMESTRE FICHES A REPORDUIRE	CEC	CENTRE EDU ET CULTUREL	42.00	9		37416
CATARADI 2 1ER SEMESTRE GUIDE PEDAGOGIQUE	CEC	CENTRE EDU ET CULTUREL	37.00	9		37408
CATARADI 2 1ER SEMESTRE LIVRETS A (5)	CEC	CENTRE EDU ET CULTUREL	7.00	3		37366
CATARADI 2 1ER SEMESTRE LIVRETS B (5)	CEC	CENTRE EDU ET CULTUREL	7.00	3		37374
CATARADI 2 1ER SEMESTRE LIVRETS C (5)	CEC	CENTRE EDU ET CULTUREL	7.00	3		37390
CATARADI 2 1ER SEMESTRE LIVRETS THEMES 1 A 6 (6)	CEC	CENTRE EDU ET CULTUREL	41.00	3		37358
CATARADI 2 2E SEMESTRE FICHES A REPORDUIRE	CEC	CENTRE EDU ET CULTUREL	58.00	9		37481
CATARADI 2 2E SEMESTRE GUIDE PEDAGOGIQUE	CEC	CENTRE EDU ET CULTUREL	58.00	9		37473
CATARADI 2 2E SEMESTRE LIVRETS A (11)	CEC	CENTRE EDU ET CULTUREL	19.50	3		37432
CATARADI 2 2E SEMESTRE LIVRETS B (11)	CEC	CENTRE EDU ET CULTUREL	19.50	3		37440
CATARADI 2 2E SEMESTRE LIVRETS C (13)	CEC	CENTRE EDU ET CULTUREL	19.50	3		37457
CATARADI 2 2E SEMESTRE LIVRETS THEMES 7 A 14 (8)	CEC	CENTRE EDU ET CULTUREL	54.00	3		37424
CATARADI 3 1ER ET 2E SEMESTRE JEU DE MANIPULATION	CEC	CENTRE EDU ET CULTUREL	180.00	9		37960
CATARADI 3 1ER ET 2E SEMESTRE LIVRE MURAL	CEC	CENTRE EDU ET CULTUREL	225.00	9		37952
CATARADI 3 1ER SEMESTRE FICHES A REPRODUIRE	CEC	CENTRE EDU ET CULTUREL	50.00	9		37762
CATARADI 3 1ER SEMESTRE GUIDE PEDIAGOGIQUE	CEC	CENTRE EDU ET CULTUREL	40.50	9		37754
CATARADI 3 1ER SEMESTRE LIVRETS INDIVIDUELS (15)	CEC	CENTRE EDU ET CULTUREL	40.00	3		37747
CATARADI 3 1ER SEMESTRE LIVRETS THEMES 1 A 5 (5)	CEC	CENTRE EDU ET CULTUREL	36.00	3		37713
CATARADI 3 2E SEMESTRE FICHES A REPRODUIRE	CEC	CENTRE EDU ET CULTUREL	70.00	9		37937
CATARADI 3 2E SEMESTRE GUIDE PEDAGOGIQUE	CEC	CENTRE EDU ET CULTUREL	50.00	9		37895
CATARADI 3 2E SEMESTRE LIVRETS INDIVIDUELS (25)	CEC	CENTRE EDU ET CULTUREL	66.50	3		37838
CATARADI 3 2E SEMESTRE LIVRETS 6 A 12 (7)	CEC	CENTRE EDU ET CULTUREL	50.00	3		37770
CATARDI 1 1ER SEMESTRE LIVRETS B (10)	CEC	CENTRE EDU ET CULTUREL	9.00	3		37176
CAVE.LE	FIDES 1981	EDITIONS CHAMPLAIN	5.00	8		27060

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057 FRENCH IMMERSION						
CHALEUR ET TEMPERATURE CAHIER DE L'ELEVE	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41558
CHALEUR ET TEMPERATURE CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41566
CHALEUR ET TEMPERATURE DOCUMENT DE SOLUTIEN	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41541
CHANTAL ET NICOLAS:GUIDE	VIVANTES	CENTRE EDU ET CULTUREL	3.50	9		38794
CHANTAL ET NICOLAS:SERIE DE 12 LIVRETS	VIVANTES	CENTRE EDU ET CULTUREL	18.00	8		38786
CHEZ LA VIEILLE DAME:NAPOLEON READERS	RESOURCE CENTRE	RESOURCE CENTRE	3.00	3		38364
CHEZ LA VIEILLE DAME:NAPOLEON READERS BIG BOOK	RC	RESOURCE CENTRE	20.00	3		38612
CLASSIFICATION DES ETRES VIVANTES DOC DE SOL	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41574
CLASSIFICATION DES ETRES VIVANTS CAHIER	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41582
CLASSIFICATION DES ETRES VIVANTS CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41590
CLUB MATH 4 SRA		SCIENCE RESEARCH	175.00	9		15404
CLUB MATHS 5	SRA	SCIENCE RESEARCH	175.00	9		15412
COIN DU PENSEUR	SRA	SCIENCE RESEARCH ASSOC	160.00	9		40113
COLLINS - ROBERT CADET CHAMPLAIN		EDITIONS CHAMPLAIN LTEE	15.00	2		26617
COLLINS ROBERT CONCISE FR/ENG DICT	COL	ACADEMIC BOOK CARAVANS	20.00	3		35949
COLLINS-ROBERT DICTIONNAIRE BILINGUE (PLAIN ED)	CHAMP	EDITIONS CHAMPLAIN	32.00	3		41012
COMMENT VIVAIENT LES INCAS	F. NATHAN	EDITIONS CHAMPLAIN	19.00	8		40949
COMPLOT-COURTE ECHELLE,LE	CHAMPLAIN	EDITIONS CHAMPLAIN	7.00	3		40709
CONTES DU TSAR,LES	ED HERITAGE	EDITIONS CHAMPLAIN	5.00	8		40808
D'UN MOT A L'AUTRE:GUIDE PEDAGOGIQUE	MONDIA	MEDIALIV	70.00	9		39008
D'UN MOT A L'AUTRE:SERIE DE 36 LIVRETS	MONDIA	MEDIALIV	60.00	8		38992
D'UN MOT A L'AUTRE:SERIE 1 A 6	MONDIA	MEDIALIV	45.00	3		38976
D'UN MOT A L'AUTRE:SERIE 7 A 9	MONDIA	MEDIALIV	27.00	3		38984
DANS UN CHATEAU:QUAND ON JOUE	CEC 1988	CENTRE EDU ET CULTUREL	7.00	3		27201
DE DECOUVERTE EN DECOUVERTE A CORRIGE:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	9.50	3		36426
DE DECOUVERTE EN DECOUVERTE A STBK:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	3.50	3		36400

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057 FRENCH IMMERSION						
DE DECOUVERTE EN DECOUVERTE B (1 ELEVE):NIVEAU 2	VIV	CENTRE EDU ET CULTUREL	3.50	8		36541
DE DECOUVERTE EN DECOUVERTE B CORRIGE:NIVEAU 2	VIV	CENTRE EDU ET CULTUREL	9.00	3		36558
DE DECOUVERTE EN DECOUVERTE GUIDE 1:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	15.50	9		36442
DE DECOUVERTE EN DECOUVERTE GUIDE 2:NIVEAU 2	VIVANTES	CENTRE EDU ET CULTUREL	26.00	9		36566
DE L'ORAL A L'ECRIT 2:VIVRE LE FRANCAIS PAR COEUR		GUERIN EDITEUR LTEE	20.00	8		41806
DE RETOUR A L'ECOLE THEME 1:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	8.00	3		37515
DE SURPRISE EN SURPRISE:NIVEAU 3	VIVANTE 1982	CENTRE EDU ET CULTUREL	6.00	8		15271
DECOUVERTES MATHEMATIQUES 5 LIVRE DE L'ELEVE	AW	ADDISON-WESLEY	28.00	9		40030
DECOUVRONS LES SONS 1:SERIE BLEUE 1	VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		39172
DECOUVRONS LES SONS 1:SERIE BLEUE 2	VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		39180
DECOUVRONS LES SONS 1:SERIE BLEUE 3	VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		39206
DECOUVRONS LES SONS 2:SERIE JAUNE 1	VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		39222
DECOUVRONS LES SONS 2:SERIE JAUNE 2	VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		39230
DECOUVRONS LES SONS 2:SERIE JAUNE 3	VIVANTES	CENTRE EDU ET CULTUREL	7.50	8		39263
DEMARCHE POUR LES ETUDES INDEPENDANTES	CF-O	CENTRE FRANCO-ONTARIEN	11.00	9		27276
DES SORCIERES DANS MA TETE THEME 3:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	14.00	3		37531
DES SURPRISES DANS L'HERBE THEME 14:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	16.00	3		37705
DICTIONNAIRE CEC JEUNESSE NOUVELLE EDITION	CEC	CENTRE EDU ET CULTUREL	22.00	3		39347
DICTIONNAIRE DU FRANCAIS PLUS	CEC	CENTRE EDU ET CULTUREL	40.00	3		42150
DICTIONNAIRE VISUEL	QUEBEC/AMERIQUE	EDITIONS CHAMPLAIN	30.00	9		39321
DICTIONNAIRE VISUEL BILINGUE	CHAMPLAIN	EDITIONS CHAMPLAIN	40.00	3		27367
DIMOITOU 1 CARTES-ILLUSTRATIONS	CEC	CENTRE EDU ET CULTUREL	84.00	3		36970
DIMOITOU 1 JEU DE CARTES	CEC	CENTRE EDU ET CULTUREL	9.00	3		36947
DIMOITOU 1 TCHRS TEXT	CEC	CENTRE EDU ET CULTUREL	25.00	9		36905
DIMOMIR:COLLECTION 1,2,3,4	MONDIA	MEDIALIV	39.00	3		39024
DINOMIR:SERIE DE 12 LIVRETS	MONDIA	MEDIALIV	25.50	8		39016

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057 FRENCH IMMERSION						
DONNE-MOI LA MAIN:NIVEAU 3	VIVANTES	CENTRE EDU ET CULTUREL	6.50	8		36616
DU CONCIERGE AU CONCIERGE THEME 7:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	16.00	3		37614
E.T. HUMAN DRAMA-A FILM STUDY	TEACHER'S DISCOVERY	TEACHER'S DISCOVERY	51.00	9		42176
EN FRANCAIS S'IL VOUS PLAIT PARTEZ! LEV C BLM	CCP 1988	COPP CLARK PITMAN	48.50	3		27169
EN FRANCAIS SVP PARTEZ! LEV C TESTS	CCP 1985	COPP CLARK PITMAN	83.00	9		27193
EN PIQUE-NIQUE 5:TOUS ENSEMBLE	DOUBLEDAY	ACADEMIC BOOK CARAVANS	12.50	3		38299
EN VOYAGE:MOUSTIQUE	GRAFICOR	LES PUBLICATIONS GRAFICOR	3.50	3		38745
ENCORE DES DECOUVERTES C CORRIGE NIVEAU 3	VIVANTES	CENTRE EDU ET CULTUREL	8.00	3		36632
ENCORE DES DECOUVERTES C 1 ELEVE NIVEAU 3	VIVANTES	CENTRE EDU ET CULTUREL	3.50	3		36624
ENCORE DES DECOUVERTES D 1 ELEVE NIVEAU 3	VIVANTES	CENTRE EDU ET CULTUREL	3.00	3		36640
ENCORE DES DECOUVERTES D CORRIGE NIVEAU 3	VIV 1982	CENTRE EDU ET CULTUREL	8.00	8		15131
ENCORE DES DECOUVERTES GUIDE 3 1RE PARTIE:NIVEAU 3	1982	CENTRE EDU ET CULTUREL	21.00	9		14803
ENCORE DES DECOUVERTES GUIDE 3 2E PARTIE:NIVEAU 3	1982	CENTRE EDU ET CULTUREL	26.00	9		10652
ENSEMBLE DES 8 LIVRES DE L'ELEVE:TOUS ENSEMBLE	DOUBLE	ACADEMIC BOOK CARAVANS	22.00	3		38307
EXPLORATIONS FOR EARLY CHILDHOOD (FRANCAIS)	AW	ADDISON-WESLEY	94.00	9		37051
EXPLORATIONS 2 TRB/BLM	AW	ADDISON-WESLEY	50.00	9		39479
FAIS DODO (5 EXEMPLAIRES):TOUS ENSEMBLE	DOUBLEDAY	ACADEMIC BOOK CARAVANS	12.50	3		38190
FEE SI CHARMANTE,LA:TOUS ENSEMBLE	DOUBLEDAY	ACADEMIC BOOK CARAVANS	12.50	3		38240
FICHES DE MANIPULATION 54:NIVEAU 1 (1 ELEVE)	VIVANTES	CENTRE EDU ET CULTUREL	5.50	9		36327
FICHES DE MANIPULATION 54:NIVEAU 1 (10 ELEVES)	VIVANTES	CENTRE EDU ET CULTUREL	47.00	9		36343
FICHES DE PREAPPRENTISSAGE (1 ELEVE):NIVEAU 1	VIV	CENTRE EDU ET CULTUREL	5.00	3		36475
FICHES DE PREAPPRENTISSAGE (10 ELEVES):NIVEAU 1	VIV	CENTRE EDU ET CULTUREL	41.00	3		36467
FICHIER POUR L'ELEVE:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	7.50	3		36491
FICHIER POUR LA CLASSE:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	22.00	9		36350
FORCE ET ENERGIE CAHIER DE L'ELEVE	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41376
FORCE ET ENERGIE CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41384

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
057 FRENCH IMMERSION						
FORCE ET ENERGIE DOCUMENT DE SOLUTION	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41335
GESTION DES RESSOURCES FORESTIERES CAHIER	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41640
GESTION DES RESSOURCES FORESTIERES CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41665
GESTION DES RESSOURCES FORESTIERES DOC DE SOL	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41632
GRANDES BANDES 27:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	13.50	3		36459
GUERRE DES TUQUES,LA	QUEBEC/AMERIQUE	EDITIONS CHAMPLAIN	5.00	8		40790
GUIDE DE PREAPPRENTISSAGE:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	10.00	9		36483
GUIDE PEDAGOGIQUE A L'INTENTION DES ENSEIGNANTS	OPSTF	ONT PUB SCHOOL TCHRS FED	15.00	9		39750
HANDS ON ATTRIBUTE BLOCKS	SPECTRUM	SPECTRUM	28.50	9		37143
HANDS ON PATTERN BLOCKS	SPECTRUM	SPECTRUM	28.50	9		37077
HARRAP'S NEW STANDARD PART 1 (2 VOL)	CHAMPLAIN	EDITIONS CHAMPLAIN	120.00	9		27599
HARRAP'S NEW STANDARD PART 2 VOL 1	CHAMPLAIN	EDITIONS CHAMPLAIN	60.00	9		35865
HARRAP'S NEW STANDARD PART 2 VOL 2	CHAMPLAIN	EDITIONS CHAMPLAIN	60.00	9		35857
HEROS DE ROSALIE,LE	CHAMPLAIN	EDITIONS CHAMPLAIN	7.00	3		40717
HOUGHTON MIFFLIN MATHEMATIQUE 6 LIVRE DE L'ELEVE		HOUGHTON MIFFLIN	21.00	8		40865
HOUGHTON MIFFLIN MATHEMATIQUE 6 MATRICES		HOUGHTON MIFFLIN	39.00	9		40873
HOUGHTON MIFFLIN MATHEMATIQUE 7 GUIDE DE L'ENSEIGNANT		HOUGHTON MIFFLIN	40.00	9		41053
HOUGHTON MIFFLIN MATHEMATIQUE 7 LIVRE DE L'ELEVE		HOUGHTON MIFFLIN	24.00	8		41046
HOUGHTON MIFFLIN MATHEMATIQUE 7 MATRICES		HOUGHTON MIFFLIN	40.00	9		41061
HOUGHTON MIFFLIN MATHEMATIQUES 2 MATRICES		HOUGHTON MIFFLIN	39.00	9		39362
HOUGHTON MIFFLIN MATHEMATIQUES 2 RES DE PROB (10)		HOUGHTON MIFFLIN	30.00	8		39388
HOUGHTON MIFFLIN MATHEMATIQUES 2 RESOLUTION DE PROB		HOUGHTON MIFFLIN	3.50	3		39370
HOUGHTON MIFFLIN MATHEMATIQUES 3 RES DE PROB (10)+GUIDE		HOUGHTON MIFFLIN	40.00	9		39594
HOUGHTON MIFFLIN MATHEMATIQUES 3 RES DE PROB GUIDE		HOUGHTON MIFFLIN	3.50	9		39586
HOUGHTON MIFFLIN MATHEMATIQUES 5 ELEVE		HOUGHTON MIFFLIN	21.00	8		40097
HOUGHTON MIFFLIN MATHEMATIQUES 5 MATRICES		HOUGHTON MIFFLIN	39.00	9		40105

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057 FRENCH IMMERSION						
IMPRUDENCES DU PERE,LES THEME 6:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	14.50	3		37606
INSURRECTIONS DE 1837-38,LES CARTE #24	B&B	BRAULT & BOUTHILLIER	92.00	9		41269
INTERDEPENDANCE DES ETRES VIVANTS CAHIER	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41780
INTERDEPENDANCE DES ETRES VIVANTS CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41798
INTERDEPENDANCE DES ETRES VIVANTS DOC DE SOL	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41772
J'APPRENDS AVEC LUC ET MARTINE CORRIGE 1:NIVEAU 1	VIV	CENTRE EDU ET CULTUREL	9.50	3		36376
J'APPRENDS AVEC LUC ET MARTINE CORRIGE 2:NIVEAU 1	VIV	CENTRE EDU ET CULTUREL	10.50	3		36392
J'APPRENDS AVEC LUC ET MARTINE STBK 2:NIVEAU 1 VIV 1982		CENTRE EDU ET CULTUREL	4.00 ST	3		00950
JARDIN,LE:MOUSTIQUE	GRAFICOR	LES PUBLICATIONS GRAFICOR	3.50	3		38729
JE COMP LUC ET MARTINE LISENT CORRIGE:NIVEAU 2	VIV	CENTRE EDU ET CULTUREL	10.00	3		36533
JE COMP LUC ET MARTINE SE PROMENENT CORRIGE:NIVEAU2		CENTRE EDU ET CULTUREL	10.00	3		36525
JE COMPRENDS DE SURPRISE EN SURPRISE CORRIGE:NIVEAU 3		CENTRE EDU ET CULTUREL	11.50	3		15230
JE COMPRENDS DONNE-MOI LA MAIN CORRIGE:NIVEAU 3	VIV	CENTRE EDU ET CULTUREL	11.50	3		15073
JE COMPRENDS LUC ET MARTINE LISENT STBK:NIVEAU 2	1985	CENTRE EDU ET CULTUREL	3.00	3		35915
JE COMPRENDS LUC ET MARTINE SE PROMENENT STBK:NIVEAU 2		CENTRE EDU ET CULTUREL	3.00	3		35899
JE M'INITIE AU DICTIONNAIRE AVEC LE CEC JEUNESSE	CEC	CENTRE EDU ET CULTUREL	4.00	3		39735
JEUNE MAGICIEN,LE	QUEBEC/AMERIQUE	EDITIONS CHAMPLAIN	6.00	3		40691
JEUX DE MANIPULATION PLAISIR DES SAISON:NIVEAU 4	1985	CENTRE EDU ET CULTUREL	15.50	3		11619
JEUX DE MANIPULATION 1,2,3 PARTEZ:NIVEAU 4	VIVANTES	CENTRE EDU ET CULTUREL	14.50	3		12047
JEUX-EXERCICES GEOGRAPHIQUES	FRANCO-ONTARIEN	CENTRE FRANCO-ONTARIEN	12.00	9		40683
JEUX-EXERCICES GEOGRAPHIQUES 7E A LA 10E	C F-O	CENTRE FRANCO-ONTARIEN	12.00	9		42051
JOURNEE AU TERRAIN DE JEU,UNE THEME 2:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	11.00	3		37523
JOYEUX LECTEURS 1 A 25:NIVEAU 1	VIVANTES	CENTRE EDU ET CULTUREL	27.50	3		36509
JOYEUX LECTEURS 26 A 35:NIVEAU 2	VIVANTES	CENTRE EDU ET CULTUREL	22.00	3		36582
KARO THEME 8:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	14.50	3		37622
L'AFFAIRE ST-FIACRE	HACHETTE	EDITIONS CHAMPLAIN	5.50	8		41[illegible]

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057 FRENCH IMMERSION						
L'AMERIQUE DU NORD 2E ED	ED HRW	EDUCALIVRES	26.00	8		41970
L'ART DE L'ORTHOGRAPHE:LE NOUVEAU BESCHERELLE	HMH	EDITIONS HURTUBISE LTEE	9.00	3		39784
L'ATLAS OXFORD CANADIEN (INTERMED)	OXFORD	OXFORD UNIVERSITY PRESS	15.00	8		42069
L'EAU CAHIER DE L'ELEVE	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41525
L'EAU CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41533
L'EAU DOCUMENT DE SOLUTION	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41517
L'EAU THEME 10:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	12.50	3		37648
L'ECOLE DE LA STATION X12 THEME 9:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	16.00	3		37630
L'EPICERIE CAHIER DE L'ELEVE	EDITIONS FM	EDITIONS FM	5.00	9		37010
L'EPICERIE GUIDE D'UTILISATION	EDITIONS FM	EDITIONS FM	25.00	9		36996
L'EXPLORATION DU MONDE NATUREL GUIDE	HEATH	D. C. HEATH	11.00	9		42291
L'EXPLORATION DU MONDE PHYSIQUE GUIDE	HEATH	D. C. HEATH	11.00	9		42325
L'HISTOIRE DU CANADA ET DES CANADIENS TOME 1	GAGE	GAGE	34.00	3		41145
L'IMMIGRATION DES LOYALISTES 1783-84 CARTE #22	B&B	BRAULT & BOUTHILLIER	92.00	9		41186
L'ORTHOGRAPHE D'USAGE 4	VILLE-MARIE	EDITIONS VILLE-MARIE	.00	3		16683
L'ORTHOGRAPHE SOUS TOUTES SES FORMES LE VERBE	CEC	CENTRE EDU ET CULTUREL	6.00	8		15339
L'ORTHOGRAPHE SOUS TOUTES SES FORMES LE NOM ET L'ADJ		CENTRE EDU ET CULTUREL	6.00	3		15354
L'ORTHOGRAPHE SOUS TOUTES SES FORMES LE NOM ET L'ADJECT		CENTRE EDU ET CULTUREL	6.00	9		39503
L'ORTHOGRAPHE SOUS TOUTES SES FORMES LE VERBE	CEC	CENTRE EDU ET CULTUREL	6.00	9		39495
L'ORTHOGRAPHE SOUS TOUTES SES FORMES LES HOMOPHONES	CEC	CENTRE EDU ET CULTUREL	6.00	9		39487
L'ORTHOGRAPHE SOUS TOUTES SES FORMES LES HOMOPHONES	CEC	CENTRE EDU ET CULTUREL	6.00	8		15347
L'USAGE RATIONNEL DE L'ENERGIE CAHIER	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41616
L'USAGE RATIONNEL DE L'ENERGIE CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41624
L'USAGE RATIONNEL DE L'ENERGIE DOC DE SOL	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41608
LANGUAGE MASTER CARDS (100)	B&H	COLLIER MACMILLAN	25.00	3		36988
LE COMTE DE MONTE-CRISTO	HATIER	EDITIONS CHAMPLAIN	5.00	8		35840

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057 FRENCH IMMERSION							
LES LOYALISTES:NATION EN MARCHE	FWH		FITZHENRY & WHITESIDE	8.00	3		27102
LES MOTS APPRIVOISES		CEC	CENTRE EDU ET CULTUREL	18.50	9		39768
LES MOTS APPRIVOISES	CEC		CENTRE EDU ET CULTUREL	18.50	3		15321
LES MOTS ENDIMANCHES	CEC		CENTRE EDU ET CULTUREL	19.50	3		15305
LIRE ET S'EXPRIMER 2:VIVRE LE FRANCAIS PAR COEUR	GUERIN		GUERIN EDITEUR LTEE	20.00	8		41814
LISONS:SERIE BLEUE 8		VIVANTES	CENTRE EDU ET CULTUREL	19.50	8		39305
LISONS:SERIE JAUNE 8		VIVANTES	CENTRE EDU ET CULTUREL	21.50	8		39313
LOUP, OU ES-TU?:MOUSTIQUE		GRAFICOR	LES PUBLICATIONS GRAFICOR	3.50	3		38687
LOYALISTES,LES		FW	FITZHENRY & WHITESIDE	8.00	8		41137
LUC ET MARTINE LISENT:NIVEAU 2		VIVANTES	CENTRE EDU ET CULTUREL	3.50	8		36517
LUC ET MARTINE S'AMUSENT:NIVEAU 1	VIVANTES	1982	CENTRE EDU ET CULTUREL	3.50	3		10587
LUC ET MARTINE SE PROMENENT:NIVEAU 2	VIVANTES	1985	CENTRE EDU ET CULTUREL	4.00	3		35881
LUC ET MARTINE VONT A L'ECOLE:NIVEAU 1	VIVANTES		CENTRE EDU ET CULTUREL	4.00	3		36301
LUMIERE,LA CAHIER DE L'ELEVE		C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41293
LUMIERE,LA CORRIGE		C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41301
LUMIERE,LA DOCUMENT DE SOLUTIEN		C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41285
MA GRAMMAIRE D'OBSERVATION 3E	EDITIONS FRANCAISES		LES EDITIONS FRANCAISES	5.00	9		39511
MA GRAMMAIRE D'OBSERVATION 5E / 6E	ED FRANCAISES		LES EDITIONS FRANCAISES	6.50	3		42226
MA NOUVELLE GRAMMAIRE		ED FM	EDITIONS FM	23.00	3		42077
MACHINES SIMPLES,LES CAHIER DE L'ELEVE		C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41707
MACHINES SIMPLES,LES CORRIGE		C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41715
MACHINES SIMPLES,LES DOCUMENT DE SOLUTIEN		C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41673
MACK LE ROUGE	QUEBEC/AMERIQUE		EDITIONS CHAMPLAIN	6.00	3		40725
MAGNETISME ET ELECTRICITE CAHIER DE L'ELEVE		C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41368
MAGNETISME ET ELECTRICITE CORRIGE		C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41350
MAGNETISME ET ELECTRICITE DOCUMENT DE SOLUTIEN		C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41318

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057 FRENCH IMMERSION						
MAIGRET TEND UN PIEGE	HACHETTE	EDITIONS CHAMPLAIN	5.50	8		41848
MARIAGE DE NAPOLEON,LE:NAPOLEON READERS	RC	RESOURCE CENTRE	3.00	3		38554
MATHEMATIQUES 7 CAHIER 1	CF-O	CENTRE FRANCO-ONTARIEN	8.00	3		27284
MATHEMATIQUES 7 CAHIER 2	CF-O	CENTRE FRANCO-ONTARIEN	6.50	3		27292
MATHEMATIQUES 7 CAHIER 3	CF-O	CENTRE FRANCO-ONTARIEN	4.50	3		27300
MATHEMATIQUES 7 GUIDE	CF-O	CENTRE FRANCO-ONTARIEN	4.50	9		41079
MATHEMATIQUES 8 CAHIER 1	C F-O	CENTRE FRANCO-ONTARIEN	6.50	8		41939
MATHEMATIQUES 8 CAHIER 3	C F-O	CENTRE FRANCO-ONTARIEN	6.00	8		41962
MATHEMATIQUES 8 GUIDE	C F-O	CENTRE FRANCO-ONTARIEN	5.00	9		41921
MATHS MANIPULATIVES KIT K	AW	ADDISON-WESLEY	550.00	9		37069
MESURES,LES CAHIER DE L'ELEVE	C F-O	CENTRE FRANCO-ONTARIEN	2.00	9		41459
MESURES,LES CORRIGE	C F-O	CENTRE FRANCO-ONTARIEN	2.50	9		41467
MESURES,LES DOCUMENT DE SOLUTIEN	C F-O	CENTRE FRANCO-ONTARIEN	3.50	9		41442
MICRO ROBERT:DICTIONNAIRE FRANCAIS	CHAMPLAIN	EDITIONS CHAMPLAIN	20.00	8		41004
MICRO-ORDINATEUR DES LA MATERNELLE,UN	ED FM	EDITIONS FM	25.00	9		37036
MIRABELLE A L'ATELIER CAHIER D'ACTIVITES 1ER PT	LIDEC	LIDEC	5.50	3		38018
MIRABELLE A L'ATELIER CAHIER D'ACTIVITES 2E PT	LIDEC	LIDEC	5.50	3		38059
MIRABELLE GUIDE PEDAGOGIQUE	LIDEC	LIDEC	31.00	9		37986
MIRABELLE MESSAGERE RECUEIL 1ER PARTIE	LIDEC	LIDEC	9.00	3		37994
MIRABELLE MESSAGERE RECUEIL 2E PARTIE	LIDEC	LIDEC	9.00	3		38000
MIROIR MAGIQUE,LE THEME 5:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	12.50	3		37598
MITAINE PERDUE,LA:QUAND ON JOUE	CEC 1988	CENTRE EDU ET CULTUREL	7.00	3		27250
MOI AUSSI (5 EXEMPLAIRES):TOUS ENSEMBLE	DOUBLEDAY	ACADEMIC BOOK CARAVANS	12.50	3		38141
MOTS & MERVEILLES EX BK FORTISSI MOTS	CEC 1988	CENTRE EDU ET CULTUREL	6.50	3		26641
MOTS & MERVEILLES LIVRE 1	CEC	CENTRE EDU ET CULTUREL	11.50	3		26658
MOTS & MERVEILLES LIVRE 2	CEC	CENTRE EDU ET CULTUREL	11.50	3		26666

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057 FRENCH IMMERSION							
MOTS & MERVEILLES CORRIGE FORTISSI-MOTS	CEC		CENTRE EDU ET CULTUREL	15.50	9		40642
MOTS & MERVEILLES DOCUMENTS 1 A REPRODUIRE	CEC		CENTRE EDU ET CULTUREL	33.00	9		40618
MOTS & MERVEILLES DOCUMENTS 2-3 A REPRODUIRE	CEC		CENTRE EDU ET CULTUREL	33.00	9		40634
MOTS & MERVEILLES GUIDE PEDAGOGIQUE VOL 2	CEC		CENTRE EDU ET CULTUREL	23.50	9		40592
MOTS & MERVEILLES GUIDE PEDAGOGIQUE VOL 3	CEC		CENTRE EDU ET CULTUREL	22.00	9		40600
MOTS & MERVEILLES GUIDE PEDAGOGUQUE VOL 1	CEC		CENTRE EDU ET CULTUREL	26.00	9		40584
MOTS ENDIMANCHES,LES ST BK	CEC	1988	CENTRE EDU ET CULTUREL	19.50	3		27227
MOTS ENDIMARCHES,LES MELI-MELO	CEC	1988	CENTRE EDU ET CULTUREL	6.00	3		27243
MOUSTIQUE-TROUSSE COLLECTION	GRAFICOR		LES PUBLICATIONS GRAFICOR	89.00	9		38661
MOUSTIQUE:AFFICHE	GRAFICOR		LES PUBLICATIONS GRAFICOR	1.00	9		38778
MOUSTIQUE:GUIDE	GRAFICOR		LES PUBLICATIONS GRAFICOR	8.00	9		38760
MOUSTIQUE:LA SERIE (7 LIVRETS)	GRAFICOR		LES PUBLICATIONS GRAFICOR	21.00	8		38752
MYSTERE DU LAC CARRE,LE	ECHELLE		ED LA COURTE ECHELLE	8.00	3		27524
NAPOLEON A FAIM:NAPOLEON READERS	RESOURCE CENTRE		RESOURCE CENTRE	3.00	3		38398
NAPOLEON A FAIM:NAPOLEON READERS BIG BOOKS	RC		RESOURCE CENTRE	20.00	3		38620
NAPOLEON EST MALADE:NAPOLEON READERS	RESOURCE CENTRE		RESOURCE CENTRE	3.00	3		38513
NAPOLEON EST PRISONNIER:NAPOLEON READERS	RC		RESOURCE CENTRE	3.00	3		38521
NAPOLEON ET L'OISEAU:NAPOLEON READERS	RESOURCE CENTRE		RESOURCE CENTRE	3.00	3		38497
NAPOLEON ET LA SOURIS:NAPOLEON READERS	RESOURCE CENTRE		RESOURCE CENTRE	3.00	3		38471
NAPOLEON ET LA SOURIS:NAPOLEON READERS BIG BOOKS	RC		RESOURCE CENTRE	20.00	3		38638
NAPOLEON ET LE CHIEN MECHANT:NAPOLEON READERS	RC		RESOURCE CENTRE	3.00	3		38489
NAPOLEON ET LE VOLEUR:NAPOLEON READERS	RESOURCE CENTR		RESOURCE CENTRE	3.00	3		38505
NAPOLEON ET MIMI:NAPOLEON READERS	RESOURCE CENTRE		RESOURCE CENTRE	3.00	3		38539
NAPOLEON READERS:REPRODUCIBLE BK	RESOURCE CENTRE		RESOURCE CENTRE	50.00	3		38570
NAPOLEON READERS:SET OF 12 BOOKS	RESOURCE CENTRE		RESOURCE CENTRE	30.00	3		38356
NAPOLEON READERS:TCHRS HANDBOOK	RESOURCE CENTRE		RESOURCE CENTRE	10.00	9		38588

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057 FRENCH IMMERSION						
NEIGE,LE:MOUSTIQUE	GRAFICOR	LES PUBLICATIONS GRAFICOR	3.50	3		38737
NOUVEAU CODE GRAMMATICAL B&B 1989		EDITIONS CHAMPLAIN	8.00	9		27359
NOUVEAUX EX DE GRAMMAIRE FRAN ST BK A B&B		BRAULT & BOUTHILLIER	4.50	3		15446
NOUVEAUX EX DE GRAMMAIRE FRAN TCHR'S BK A B&B		BRAULT & BOUTHILLIER	6.50	9		15420
NOUVEAUX EXERCICES DE GRAMMAIRE FRANCAISE B MAITRE B&B		BRAULT & BOUTHILLIER	6.50	9		40022
ORTHOGRAPHE D'USAGE 3E ANNEE EDITIONS VILLE-MARIE		EDITIONS CHAMPLAIN	4.00	3		16741
ORTHOGRAPHE:NIVEAU B EDITIONS D'IMMERSION		LES EDITIONS D'IMMERSION	9.50	3		16634
ORTHOGRAPHE:NIVEAU C EDITIONS D'IMMERSION		LES EDITIONS D'IMMERSION	11.50	3		16642
ORTHOGRAPHE:NIVEAU D EDITION D'IMMERSION		LES EDITIONS D'IMMERSION	11.50	3		42333
PAROLE DE PILOE 5 ST BK GUERIN 1987		GUERIN EDITEUR LTEE	17.00	3		27110
PARTEZ 1,2,3 GUIDE IV:NIVEAU 4 VIVANTES 1985		CENTRE EDU ET CULTUREL	16.50	9		11262
PARTEZ 1,2,3:NIVEAU 4 VIVANTES		CENTRE EDU ET CULTUREL	7.50	8		11585
PARTEZ! C CASSETTES A:EN FRANCAIS S'IL VOUS PLAIT 1988		COPP CLARK PITMAN	183.00	3		27177
PARTEZ! C CASSETTES B:EN FRANCAIS S'IL VOUS PLAIT 1988		COPP CLARK PITMAN	86.00	9		27185
PARTEZ! LINE MASTERS:EN FRANCAIS S'IL VOUS PLAIT CCP		COPP CLARK PITMAN	48.50	9		40758
PARTEZ! LV C TCHR:EN FRANCAIS S'IL VOUS PLAIT CCP 1988		COPP CLARK PITMAN	48.50	9		27151
PARTEZ! LV C TEST PKG:EN FRANCAIS S'IL VOUS PLAIT CCP		COPP CLARK PITMAN	83.00	9		40774
PATTERN BLOCKS ACTIVITIES SPECTRUM		SPECTRUM	13.50	9		37101
PAYS A L'ENVERS,LE ED HERITAGE		EDITIONS CHAMPLAIN	6.00	3		40733
PETIT LAROUSSE EN COULEURS ILLUSTRE CHAMPLAIN 1987		EDITIONS CHAMPLAIN	80.00	9		27615
PETIT LAROUSSE EN COULEURS ILLUSTRE CHAMPLAIN 1981		EDITIONS CHAMPLAIN	80.00	9		15370
PETIT NAPOLEON,LE:NAPOLEON READERS RESOURCE CENTRE		RESOURCE CENTRE	3.00	3		38380
PETIT NAPOLEON,LE:NAPOLEON READERS BIG BOOK RC		RESOURCE CENTRE	20.00	3		38596
PETIT ROBERT BILINGUE,LE CHAMPLAIN		EDITIONS CHAMPLAIN	32.00	3		41020
PETIT ROBERT 1 DICT DE LA LANGUE FRANCAISE CHAMPLAIN		EDITIONS CHAMPLAIN	60.00	9		35832
PETIT ROBERT 2 DICT DES NOMS PROPRES CHAMPLAIN		EDITIONS CHAMPLAIN	70.00	9		35824

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057 FRENCH IMMERSION							
PETIT-RADIS AIDE GEDEON:MOUSTIQUE	GRAFICOR		LES PUBLICATIONS GRAFICOR	3.50	3		38711
PETITE ECOLE,LA:MATHEMATIQUES 1	SRA		SCIENCE RESEARCH	225.00	9		39339
PETITE ECOLE,LA:MATHEMATIQUES 2	SRA		SCIENCE RESEARCH	225.00	9		39396
PETITE ECOLE,LA:MATHEMATIQUES 3	SRA		SCIENCE RESEARCH	225.00	9		39701
PETITS CURIEUX,LES 1 A 10:NIVEAU 3	VIVANTES		CENTRE EDU ET CULTUREL	22.50	3		36657
PETITS CURIEUX,LES 11 A 20:NIVEAU 3	VIVANTES		CENTRE EDU ET CULTUREL	22.50	3		36673
PHRASES CLES 24:NIVEAU 1	VIVANTES		CENTRE EDU ET CULTUREL	10.50	9		36319
PLAISIR DES SAISON:NIVEAU 4	ETUDES VIVANTES	1985	CENTRE EDU ET CULTUREL	7.50	8		11593
PLAISIR DES SAISONS GUIDE IV:NIVEAU 4	VIVANTES	1985	CENTRE EDU ET CULTUREL	17.00	9		10793
POISSON POUR GEDEON,UN:MOUSTIQUE	GRAFICOR		LES PUBLICATIONS GRAFICOR	3.50	3		38703
PRINTEMPS,LE GUIDE D'UTILISATION	ED FM		EDITIONS FM	25.00	9		37044
PROPRIETES DE LA MATIERE CAHIER DE L'ELEVE	C F-O		CENTRE FRANCO-ONTARIEN	2.00	9		41400
PROPRIETES DE LA MATIERE CORRIGE	C F-O		CENTRE FRANCO-ONTARIEN	2.50	9		41434
PROPRIETES DE LA MATIERE DOCUMENT DE SOLUTIEN	C F-O		CENTRE FRANCO-ONTARIEN	3.50	9		41392
RAMASSEZ LES FEUILLES (5 EXEMPLAIRES):TOUS ENSEMBLE			ACADEMIC BOOK CARAVANS	12.50	3		38166
REGIME SEIGNEURIAL,LE CARTE #8	B&B		BRAULT & BOUTHILLIER	92.00	9		41160
RESOLUTION DE PROBLEMES GUIDE	HOUGHTON	1984	HOUGHTON MIFFLIN	3.50	9		15479
RESOLUTION DE PROBLEMES ENSENABLE DE 10/GUIDE HM		1984	HOUGHTON MIFFLIN	40.00	9		15529
RIDEAU S'OUVRE,LE 2:NIVEAU 5	VIVANTES		CENTRE EDU ET CULTUREL	11.50	3		36731
RIDEAU S'OUVRE,LE 3:NIVEAU 6	VIVANTES		CENTRE EDU ET CULTUREL	11.50	3		36897
RIDEAU S'OUVRE,LE 7 JEUX DRAMATIQUES:NIVEAU 4	VIV	1984	CENTRE EDU ET CULTUREL	11.50	3		12260
ROCHES ET MINERAUX DOCUMENT DE SOLUTIEN	C F-O		CENTRE FRANCO-ONTARIEN	3.50	9		41475
ROCHES ET MINERAUX CAHIER DE L'ELEVE	C F-O		CENTRE FRANCO-ONTARIEN	2.00	9		41491
ROCHES ET MINERAUX CORRIGE	C F-O		CENTRE FRANCO-ONTARIEN	2.50	9		41509
SATELLITE (LIVRE DE LECTURE) CEC			CENTRE EDU ET CULTUREL	10.50	3		36681
SATELLITE CAHIER D'ACTIVITES 1:NIVEAU 5	VIVANTES		CENTRE EDU ET CULTUREL	5.50	3		36699

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057 FRENCH IMMERSION							
SATELLITE CAHIER D'ACTIVITES 2:NIVEAU 5	VIVANTES		CENTRE EDU ET CULTUREL	5.50	3		36707
SATELLITE GUIDE 5, 2ER PARTIE:NIVEAU 5	VIVANTES		CENTRE EDU ET CULTUREL	20.00	9		36723
SCIENCE DE L'ENVIRON ST BK A LA DECOUV DES SCIENCE			LIDEC	17.00	8		16543
SCIENCEPLUS 8	HBJ		HARCOURT BRACE JOVANOVICH	32.50	3		42192
SCRIBOUILLARDS,LES:ENSEMBLE DES 6 CORRIGES	GRAFICOR		LES PUBLICATIONS GRAFICOR	40.00	9		40667
SCRIBOUILLARDS,LES:SERIE DE 6 LIVRETS	GRAFICOR		LES PUBLICATIONS GRAFICOR	19.50	9		40659
SENTIERS 3 NOUVELLE ED CAHIER	BEAUCHEMIN		EDITIONS BEAUCHEMIN	4.50	3		39693
SENTIERS 3 NOUVELLE ED GUIDE	BEAUCHEMIN		EDITIONS BEAUCHEMIN	67.00	9		39651
SENTIERS 3 NOUVELLE ED LIVRE DE L'ELEVE	BEAUCHEMIN		EDITIONS BEAUCHEMIN	19.00	8		39610
SENTIERS 5 NOUVELLE ED ELEVE	BEAUCHEMIN		EDITIONS BEAUCHEMIN	23.00	8		40048
SENTIERS 5 NOUVELLE ED MAITRE	BEAUCHEMIN		EDITIONS BEAUCHEMIN	67.00	9		40063
SPECTRUM GRADES 7 & 8	SPECTRUM		SPECTRUM	404.50	9		41087
SURREAL 3000:COLLECTION GALAXIES	CHAMPLAIN		EDITIONS CHAMPLAIN	6.00	8		27540
SYSTEME DE DEFENSE FRANCAIS EN 1756,LE	CARTE #14 B&B		BRAULT & BOUTHILLIER	92.00	9		41178
TAC:SERIES DE 12 LIVRETS	GRAFICOR		LES PUBLICATIONS GRAFICOR	21.00	8		39040
TIC:SERIE DE 12 LIVRETS	GRAFICOR		LES PUBLICATIONS GRAFICOR	21.00	8		39032
TOC:SERIE DE 12 LIVRETS	GRAFICOR		LES PUBLICATIONS GRAFICOR	21.00	8		39057
TOUCHATOUT 1 A 10:NIVEAU 2	VIVANTES		CENTRE EDU ET CULTUREL	24.50	3		36608
TOUCHATOUT 11 A 20:NIVEAU 2	VIVANTES	1985	CENTRE EDU ET CULTUREL	24.50	3		27268
TOUR D'HORIZON DU CANADA	MHR		MCGRAW HILL RYERSON	19.00	3		41996
TOUR DE CAP-CHAT,LE:QUAND ON JOUE	CEC	1988	CENTRE EDU ET CULTUREL	7.00	3		27219
TOUR DU CANADA,LE 6E CAHIER CORRIGE	BEAUCHEMIN		EDITIONS BEAUCHEMIN	23.50	9		40907
TOUR DU CANADA,LE 6E CAHIER D'ACTIVITES	BEAUCHEMIN		EDITIONS BEAUCHEMIN	6.50	8		40899
TOUR DU CANADA,LE 6E DIAPOSITIVES	BEAUCHEMIN		EDITIONS BEAUCHEMIN	349.00	9		40923
TOUR DU CANADA,LE 6E MAITRE	BEAUCHEMIN		EDITIONS BEAUCHEMIN	28.00	9		40881
TOUR DU MONDE EN 80 JOURS,LE	CHAMPLAIN		EDITIONS CHAMPLAIN	5.50	8		40816

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
057 FRENCH IMMERSION						
TOUS ENSEMBLE:GRAVURES MURALES	DOU	ACADEMIC BOOK CARAVANS	80.00	9		38349
TOUS ENSEMBLE:KIT	DOU	ACADEMIC BOOK CARAVANS	270.00	9		38117
TOUT SUR LA POMME THEME 4:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	12.50	3		37580
TRAITE DES FOURRURES,LA:NATION EN MARCHE	FWH	FITZHENRY & WHITESIDE	8.00	8		27086
VERSA-TILES MATH SET	SPECTRUM	SPECTRUM	36.50	9		41095
VIE AU MEXIQUE,LA	FWH	FITZHENRY & WHITESIDE	6.00	8		40931
VIE EN ACADIE,LA	FWH	FITZHENRY & WHITESIDE	8.00	8		41111
VIE EN ACADIE,LA:NATION EN MARCHE	FWH	FITZHENRY & WHITESIDE	8.00	3		27078
VIE EN NOUVELLE-FRANCE,LA	FWH	FITZHENRY & WHITESIDE	8.00	8		41103
VIE EN NOUVELLE-FRANCE,LA:LES REBELLIONS DE 1837-38		ALSBO	.00	9		41152
VIEUX NAPOLEON,LE:NAPOLEON READERS	RESOURCE CENTRE	RESOURCE CENTRE	3.00	3		38562
VIKINGS,LES	HACHETTE	EDITIONS CHAMPLAIN	22.00	3		40956
VITE CA PRESSE THEME 11:CATARADI 1	CEC	CENTRE EDU ET CULTUREL	12.50	3		37655
VOULEZ-VOUS APPRENDRE LE FRANCAIS MAITRE 3A-3B	1987	GUERIN EDITEUR LTEE	12.00	9		27144
VOULEZ-VOUS APPRENDRE LE FRANCAIS ST BK 3A GUERIN	1987	GUERIN EDITEUR LTEE	6.00	8		27128
VOULEZ-VOUS APPRENDRE LE FRANCAIS ST BK 3B GUERIN	1987	GUERIN EDITEUR LTEE	6.00	8		27136
20,000 LIEUES SOUS LA MER	HACHETTE	EDITIONS CHAMPLAIN	5.50	8		41897
060 MATHEMATICS						
JOURNEYS IN MATH 5 BLACKLINE MASTERS	GINN 1986	GINN AND COMPANY	26.50	2		09803
JOURNEYS IN MATH 5 STUDENT TEXT	GINN 1986	GINN AND COMPANY	18.50	2		26476
JOURNEYS IN MATH 5 STUDENT TEXT	GINN 1986	GINN AND COMPANY	18.50	8		09795
MATHQUEST 5 STUDENT TEXT	AW 1987	ADDISON-WESLEY	21.50	2		26500
SPECTRUM MATH 4 ORANGE	DOUBLEDAY	COLLIER MACMILLAN	5.00	2		26302
SPECTRUM MATH 6 GREEN TCH/MAN	DD	COLLIER MACMILLAN	5.00	9	TE	26286
065 MUSIC						
BAND TODAY PT 1	THOMPSON	G.V. THOMPSON MUSIC	21.50	8		12443

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
065 MUSIC					
BAND TODAY PT 2 THOMPSON	G.V. THOMPSON MUSIC	7.50	8		12708
FUNDAMENTALS OF RECORDER BK 1 SOPRANO PLAYING EMPIRE	EMPIRE MUSIC	4.00	2		26997
FUNDAMENTALS OF RECORDER BK 2 SOPRANO PLAYING EMPIRE	EMPIRE MUSIC	4.00	2		27003
MUSIC TIME STUDENT/BK GLC	GINN AND COMPANY	15.50	2		27508
TECHNIC TODAY PT1 THOMPSON	G.V. THOMPSON MUSIC	14.50	8		12286
TECHNIC TODAY PT2 THOMPSON	G.V. THOMPSON MUSIC	7.50	8		12369
075 SPECIAL EDUCATION					
SOMETHING FURRY, ROUGH AND WILD NELSON 1989	NELSON	16.00	3		27011
080 SCIENCE					
JOURNEYS IN SCIENCE 7 STUDENT/BK CM	COLLIER MACMILLAN	26.00	2		27383
115 FX: ANGLAIS-LIT					
BOOK OF NURSERY TALES	BRITANNICA	17.50	1		30882
HOORAY FOR ENGLISH! LEVEL 3 TCH/MAN 1988	GAGE	31.00	1		35378
HOORAY FOR ENGLISH! LEVEL 6 WKBK 1988	GAGE	6.00	1		35519
KIDNAPPED ILLUSTRATED CLASSICS COLLECTION 2	ACADEMIC BOOK CARAVANS	4.50	1		30668
WHAT'S SO FUNNY? DOM PR	DOMINIE PRESS	13.50	3		30296

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
TEXT NO RANGE 00950 - 54296					

** CONTROL TOTALS **

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
TOTAL RECORDS - READ 05530					
- UNSEL 00000					
- WRITTEN 00679					

HAMILTON PUBLIC LIBRARY
GOVERNMENT DOCUMENTS

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

CURRICULUM, SPECIAL AND EDUCATIONAL SERVICES

TEXTBOOKS

SUBJECT TO BOARD RATIFICATION

SECONDARY SCHOOLS

Prepared By:
William Oja,
Textbook Department
05/90

Submitted By:
Peter Beveridge,
Superintendant of Curriculum,
Special and Educational
Services

Approved by:
Keith Rielly,
Director of Education

BOARD RATIFICATION LIST

TEXT TITLE				PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
001 VISUAL ARTS								
BEGINNING PHOTOGRAPHY	PH	1989		PRENTICE-HALL	23.00	8		28316
DESIGNING WITH TYPE	W. GUPTILL	1988		GENERAL PUBLISHING	20.00	9		24927
HISTORY OF PHOTOGRAPHY FROM 1839 TO PRESENT, THE				LITTLE, BROWN AND CO	27.00	3		42358
PRODUCTION FOR THE GRAPHIC DESIGNER	W. GUPTILL	1988		GENERAL PUBLISHING	42.00	9	00	24919
TWENTIETH CENTURY, THE	DOM	1987		ACADEMIC BOOK CARAVANS	30.50	8		26989
002 BUSINESS STUDIES								
APPLYING THE LAW 3RD ED	MHR	1989		MCGRAW HILL RYERSON	25.00	1		25379
BUSINESS OF KEYBOARDING, THE 2ND ED	WILEY	1989		JOHN WILEY	28.00	8		27854
CANADIAN PERSPECTIVE, A 2ND ED	MHR			MCGRAW HILL RYERSON	22.00	8		28290
COMMUNICATING FOR BUSINESS	NELSON	1989		NELSON	25.00	1		24935
COMPUTER APPLICATIONS	AW			ADDISON-WESLEY	25.00	3		36061
COMPUTERS AND DATA PROCESSING	AW			ADDISON-WESLEY	25.00	3		36079
ENTREPRENEURSHIP: A PRIMER FOR CANADIANS	CFEE			CAN FOUNDATION FOR ECO ED	3.00	8		24711
INFORMATION MACHINE, THE	WILEY	1989		JOHN WILEY	29.00	8		24760
INFORMATION MACHINE, THE TCH/GD	WILEY			JOHN WILEY	49.00	9	TE	26179
INTRODUCTION TO CANADIAN BUSINESS 5TH ED	MHR	1986		MCGRAW HILL RYERSON	27.50	1		27805
KEYBOARDING:INFORMATION PROCESSING APPLICATIONS	NELSON			NELSON	30.00	8		25858
MASTERING KEYBOARDING SKILLS BK 2	CCP	1985		COPP CLARK PITMAN	24.00	8		25361
MICRO COMPUTERS WRK/BK	MH	1988		MCGRAW HILL RYERSON	13.00	8		28472
NOTEMAKING WITH FORKNER SHORTHAND	NELSON	1989		NELSON	26.00	1		25395
PINE TREE RESOURTS; AN OFFICE SIMULATION	CCP	1985		COPP CLARK PITMAN	12.00	8		24778
TYPING 1 TEACHER'S ED	MHR	1983		MCGRAW HILL RYERSON	29.00	9	TE	27862
TYPING 2 TEACHER'S ED	MHR	1985		MCGRAW HILL RYERSON	29.00	9	TE	27870
WORD PROCESSING WORDPERFECT V 4.1/4.2	BENOIT	1988		BENOIT	20.00	8		17210
003								
COMPUTERS & PROBLEM SOLVING CASE STUDY APPROACH	MHR			MCGRAW HILL RYERSON	.00	3		36095

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
		003					
DIGITAL LOGIC TRAINER	CMS EDUCATIONAL		CMS EDUCATIONAL	.00	3		36103
FIRST BOOK OF THE COMPUTER	HIGHGATE PRESS		HIGHGATE PRESS	25.00	3		36145
INTRODUCTION TO MICROCOMPUTERS,AN	MHR		MCGRAW HILL RYERSON	25.00	8		35998
KIDS & THE COMMADORE 64	COMPUTE BOOKS		COMPUTE BOOKS	20.00	3		36152
PROBLEM SOLVING IN PASCAL	AW		ADDISON-WESLEY	25.00	3		36160
USBORNE INTRODUCTION TO ELECTRONICS	HIGHGATE PRESS		HIGHGATE PRESS	25.00	3		36210
USING THE COMPUTER	PH		PRENTICE-HALL	28.50	3		36228
WORLD OF COMPUTERS & INFORMATION PROCESSING	WKBK WILEY		JOHN WILEY	7.50	3		36293
		010 ENGLISH COMPOSITION					
ABOUT LANGUAGE:READER FOR WRITERS,A		NEL 1986	NELSON	27.00	3		25791
BABY BLUES:SERIES 2000		CM 1989	COLLIER MACMILLAN	5.00	8		25585
BLAINE'S WAY	IRWIN	1988	IRWIN	9.00	8		25460
BULL RIDER:SERIES 2000		CM 1989	COLLIER MACMILLAN	5.00	8		25593
CANADIAN PRACTICAL STYLIST WITH READINGS		FWH 1988	FITZHENRY & WHITESIDE	21.00	8		25502
CANADIAN WRITER'S GUIDE 9TH ED		FWH 1988	FITZHENRY & WHITESIDE	10.00	8		25528
CANTERBURY TALES; A SELECTION	SIGNET	1989	PENGUIN BOOKS	4.00	1		25544
CONSPIRACY OF BLOOD: STORYTRAILS		1988	ACADEMIC BOOK CARAVANS	6.00	8		25643
CREATING WITH SHAKESPEARE		LBS 1989	LITTLE BRICK SCHOOLHOUSE	10.00	8		25452
CRIPPLE CLUB,THE		IRW 1988	IRWIN PUBLISHING	10.00	2		25312
CROSS CURRENTS		GAG	GAGE	10.00	3		42812
DEATH WIND:SERIES 2000		CM 1989	COLLIER MACMILLAN	5.00	8		25601
EXPERIENCING POETRY		GMC	GLOBE/MODERN CURRIC PRESS	8.00	3		42796
GROWING UP		IRW 1988	IRWIN	5.00	8		25478
ILLUMINATIONS:THE DAYS OF OUR YOUTH	GAGE	1984	GAGE	13.00	2		27847
IN THE TIME OF THE MONSTERS:SERIES 2000		CM 1989	COLLIER MACMILLAN	5.00	8		25619
INVITATION TO MURDER: STORYTRAILS		1988	DOMINIE PRESS	7.00	8		25627

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
			010 ENGLISH COMPOSITION				
JUDGEMENT IN STONE	LIT		LITTLE, BROWN AND CO	5.00	3		42689
LITERARY EXPERIENCES	PRN		PRENTICE-HALL	16.50	3		25304
LITERARY EXPERIENCES TCHR ED	PRN		PRENTICE-HALL	15.00	9		42408
LITERARY EXPERIENCES VOL 1	PRN	1988	PRENTICE-HALL	16.50	8		42747
MOONKID AND LIBERTY	IRWIN	1988	IRWIN	8.00	8		25486
MYTHS AND THEIR MEANING	PRN	1988	PRENTICE HALL	21.00	3		25809
PIED PIPER	IRW	1988	IRWIN PUBLISHING	5.00	3		42721
ROMEO AND JULIET	HRW	1987	HARCOURT BRACE JOVANOVICH	7.00	3		42762
SCENES & MONOLOGUES FROM NEW AMERICAN THEATRE	PBC		ACADEMIC BOOK CARAVANS	6.00	3		01487
TERROR IN THE FOURTH DIMENSION: STORYTRAILS		1988	ACADEMIC BOOK CARAVANS	6.00	S		25635
THEMES ON THE JOURNEY:REFLECTIONS IN POETRY	NEL		NELSON	11.00	3		25296
THEMES ON THE JOURNEY:REFLECTIONS IN POETRY TCH/ED	NEL		NELSON	13.00	9		42390
UNSOLVED CASE OF SHERLOCK HOLMES: STORYTRAILS		1988	ACADEMIC BOOK CARAVANS	6.00	8		25650
WRITER WITHIN,THE	HRW		HOLT, RINEHART & WINSTON	15.00	3		42770
YOUR VOICE AND MINE 3 TCHRS ED	HRW	1988	HOLT, RINEHART & WINSTON	25.50	9		42374
			012 ENGLISH: REMDL COURSE				
INSIGHT 1	GAGE	1980	GAGE	16.50	8		25437
			013 ENGLISH DRAMATIC ARTS				
ACTING SKILLS PREPARE US FOR LIFE	UTP	1988	UNIV OF TORONTO PRESS	25.00	S		25494
JAZZ CHANTS TEXT	OXFORD	1978	OXFORD UNIVERSITY PRESS	14.50	8	NT	28845
PHOTOGRAPHY IN FOCUS 3RD ED	COPP CLARK	1989	COPP CLARK PITMAN	23.50	8		28308
			014 ENGLISH MEDIA LITERACY				
MEDIA IMAGES AND ISSUES	AW	1988	ADDISON-WESLEY	31.50	3		25569
			016				
AKL INTERMEDIATE TCH/MAN	CCP		COPP CLARK PITMAN	12.00	1		35568
AKL LESSONS INTERMED STUDENT TEXT			COPP CLARK PITMAN	8.00	1		35600

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
	016					
AKL LESSONS INTERMED TCH/BK		COPP CLARK PITMAN	14.50	1		35618
AKL LESSONS INTERMEDIATE STUDENT TESTS		COPP CLARK PITMAN	2.00	3		35626
AKL STUDENT TEXT INTERMEDIATE	CCP	COPP CLARK PITMAN	11.00	3		29421
AKL STUDENT WKBK INTERMEDIATE	CCP	COPP CLARK PITMAN	6.00	3		29413
ANIMAL FARM (NOVEL IDEAS)	PB	PERMABOUND	26.00	3		29405
BARE ESSENTIALS FORM A	HRW	HOLT, RINEHART & WINSTON	15.50	1		35006
BARE ESSENTIALS FORM B	HRW	HOLT, RINEHART & WINSTON	15.50	1		35113
BASIC ENGLISH GRAMMAR		PRENTICE-HALL	18.00	1		32466
BASIC ENGLISH GRAMMAR GUIDE BK		PRENTICE-HALL	13.00	1		32490
BASIC ENGLISH GRAMMAR STUDENT COURSE BK		PRENTICE-HALL	7.50	1		32482
BASIC ENGLISH GRAMMAR TCH/MAN	PH	PRENTICE-HALL	25.00	1		32474
BASIC ENGLISH REVIEW (PHOTOCOPY MASTERS)	WESTON WALCH	KAHL'S	17.00	3		28597
BEFORE BOOK ONE		PRENTICE-HALL	8.00	1		34934
BEGIN IN ENGLISH	DOM PR	DOMINIE PRESS	13.50	3		29462
BEST SELLING CHAPTERS ADVANCED	FW	FITZHENRY & WHITESIDE	19.00	3		29447
BEST SELLING CHAPTERS INTERMEDIATE	FW	FITZHENRY & WHITESIDE	19.00	3		29439
BUILDING SKILLS FOR THE TOEFL			.00	3		30080
CANADIAN DICTIONARY FOR CHILDREN		COLLIER MACMILLAN	20.00	1		32656
CANADIAN DISASTERS		ACADEMIC BOOK CARAVANS	3.00	3		29397
CANADIAN HANDBOOK OF ENGLISH (PARTS OF SPEECH)	CM	COLLIER MACMILLAN	10.50	1		31823
CHALLENGE OF VOCABULARY CANADA	GMC	GLOBE/MODERN CURRIC PRESS	8.00	3		28571
CLOZE CONNECTIONS B	DOM PR	DOMINIE PRESS	6.50	3		29512
CLOZE CONNECTIONS C	DOM PR	DOMINIE PRESS	6.50	3		29520
CLOZE CONNECTIONS D	DOM PR	DOMINIE PRESS	6.50	3		29538
CLOZE CONNECTIONS E	DOMINIE	DOMINIE PRESS	6.50	3		33209
CLOZE CONNECTIONS F	DOMINIE PRESS	DOMINIE PRESS	6.50	3		33324

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
016					
CLOZE CONNECTIONS G DOMINIE PRESS	DOMINIE PRESS	5.50	1		33530
COMING TO AMERICA COL	WM COLLINS SONS	10.00	1		32243
CRITICAL READING FOR PROFICIENCY 3 MONARCH	MONARCH	8.00	3		28712
CROSSROADS 2 TCH/GD NELSON 1983	NELSON	10.00	9		28522
CULTURE PUZZLE	PRENTICE-HALL	24.00	1		35261
CULTURE PUZZLE ANSWER KEY PH	PRENTICE-HALL	.00	1		35279
DAY OF THE JACKAL,THE BULL'S EYE ED	ACADEMIC BOOK CARAVANS	7.00	3		29389
DEVELOPING READING SKILLS ANSWER KEY INTERMED	WM COLLINS SONS	4.00	1		32284
DEVELOPING READING SKILLS ANSWER KEY ADVANCED	WM COLLINS SONS	4.00	1		32292
DEVELOPING READING SKILLS ANSWER KEY BEGINNING	WM COLLINS SONS	4.00	1		32268
DEVELOPING READING SKILLS BEGINNING	WM COLLINS SONS	14.50	1		32250
DEVELOPING READING SKILLS INTERMED FWH	FITZHENRY & WHITESIDE	17.00	3		30072
DONOR, THE MONARCH	MONARCH	7.00	3		28753
EASY READING SELECTIONS IN ENGLISH REGENTS	PRENTICE-HALL	15.00	1		31690
ENCOUNTERS HRW	HOLT, RINEHART & WINSTON	20.00	1		34942
ENGLISH GRAMMAR EXERCISES BK 1 CM	COLLIER MACMILLAN	8.50	1		31757
ENGLISH GRAMMAR EXERCISES BK 2 CM	COLLIER MACMILLAN	8.50	1		31765
ENGLISH GRAMMAR EXERCISES BK 3	COLLIER MACMILLAN	8.50	1		31781
ENGLISH THE EASY WAY CDN ED	NELSON	14.00	1		32672
ESSENTIAL IDIOMS REGENTS	PRENTICE-HALL	15.00	1		31666
EVERYDAY CANADIAN ENGLISH DICTIONARY 1984	COPP CLARK PITMAN	10.00	1		31799
EVERYDAY CANADIAN ENGLISH DICTIONARY WKBK 1985	COPP CLARK PITMAN	6.50	1		31815
EXPANDING READING SKILLS ADVANCED	WM COLLINS SONS	13.50	3		30098
EXPANDING READING SKILLS ANSWER KEY ADVANCED	WM COLLINS SONS	4.00	1		32326
EXPANDING READING SKILLS ANSWER KEY INTERMED	WM COLLINS SONS	4.00	1		32300
EXPANDING READING SKILLS INTERMEDIATE	WM COLLINS SONS	13.50	3		30106

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
	016					
FABLES	DOM PR	DOMINIE PRESS	9.00	3		29553
FAMOUS PERSONALITIES STUDENT TEXT	DOM PR	DOMINIE PRESS	13.00	3		29470
FAMOUS PERSONALITIES TCH/GUIDE	DOM PR	DOMINIE PRESS	5.00	9		29496
FOLKTALES OF THE WORLD MAGNETIC WAY		CREATIVE EDGE	120.00	1		32615
GRADED EXERCISES IN ENGLISH	DOM PR	DOMINIE PRESS	12.00	3		29454
GRAMMAR CROSSWORD PUZ (PHOTOCOPY MASTERS)	WALCH 1988	KAHL'S	12.00	3		28613
GRAMMAR IN USE	DOM PR	DOMINIE PRESS	15.00	3		29611
GRAMMAR IN USE ANSWER KEY	DOM PR	DOMINIE PRESS	4.50	3		29637
IDIOMS IN ACTION BK 1	HARPER/COLLINS	JEWILL BROS	17.50	1		34504
ILLUSTRATED CLASSICS MACBETH	ABC	ACADEMIC BOOK CARAVANS	2.50	3		29322
INTERMEDIATE LISTENING COMPREHENSION	WMC	WM COLLINS SONS	18.00	3		29314
INTRODUCTORY LANGUAGE BOOKLET	MAGNETIC WAY	CREATIVE EDGE	11.00	1		32524
KALEIDESCOPE	HRW 1985	HOLT, RINEHART & WINSTON	11.00	1		35139
LAND I LOST, THE	HCB	ACADEMIC BOOK CARAVANS	5.00	3		29363
LANGUAGE ARTS PKG MAGNETIC WAY		CREATIVE EDGE	540.00	1		32516
LANGUAGE VISUALS		NATIONAL TEXTBOOK	401.00	1		32011
LIEBMAN ESL DICTIONARY		ADDISON-WESLEY	13.00	1		32664
MORE FABLES	DOM PR	DOMINIE PRESS	9.00	3		29561
NELSON QUICKCHECK PLACEMENT		MONARCH	49.00	3		28746
NEW IDIOMS IN ACTION		WM COLLINS SONS	14.00	1		34512
ONLY NOVELS	GMC	GLOBE/MODERN CURRIC PRESS	9.00	3		28530
ONLY NOVELS GUIDE	GMC	GLOBE/MODERN CURRIC PRESS	5.00	3		28555
PICTURES WORTH 1000 WORDS		PRENTICE-HALL	8.50	1		35238
PIZZA TASTES GREAT, THE		PRENTICE-HALL	13.00	1		35220
READING ATTAINMENT SYSTEM BK 10	MONARCH	MONARCH	8.00	3		28738
READING ATTAINMENT SYSTEM BK 5	MONARCH	MONARCH	8.00	3		28720

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
	016					
READY? LISTEN! TCH/MAN	DOMINIE	DOMINIE PRESS	19.50	9		33191
READY? LISTEN! WKBK	DOMINIE	DOMINIE PRESS	9.00	3		33068
REFLECTIONS	WMC	WM COLLINS SONS	13.00	3		29306
SIDE BY SIDE ENG THROUGH GUIDED CONVERSATION PH		PRENTICE-HALL	16.00	1		28431
SIDE BY SIDE ACTIVITY WKBK 2A		PRENTICE-HALL	6.00	3		33050
SIDE BY SIDE 1A ACTIVITY WRK/BK PH		PRENTICE-HALL	6.00	3		28415
SIDE BY SIDE 1A TCH/MAN PH		PRENTICE-HALL	15.00	9		28407
SIDE BY SIDE 1B ACTIVITY WRK/BK PH		PRENTICE-HALL	6.00	3		28423
SKILL SHARPENERS LEVEL 1		ADDISON-WESLEY	8.00	1		32441
SMALL TALK STUDENT BK		OXFORD UNIVERSITY PRESS	15.00	1		35204
STEPS TO ENGLISH BK 1 2ND ED ST/ED	MHR 1982	MCGRAW HILL RYERSON	14.00	1		31054
STEPS TO ENGLISH BK 1 2ND ED TCH/ED	MHR 1982	MCGRAW HILL RYERSON	19.00	1		30965
STEPS TO ENGLISH BK 2 2ND ED ST/ED	MHR 1982	MCGRAW HILL RYERSON	14.00	1		31088
STEPS TO ENGLISH BK 2 2ND ED TCH/ED	MHR 1982	MCGRAW HILL RYERSON	19.00	1		30973
STEPS TO ENGLISH BK 3 2ND TCH/ED	MHR 1982	MCGRAW HILL RYERSON	23.00	1		30981
STEPS TO ENGLISH BK 3 2ND ED ST/ED	MHR 1982	MCGRAW HILL RYERSON	16.00	1		31096
STEPS TO ENGLISH BK 4 2ND ST/ED	MHR 1982	MCGRAW HILL RYERSON	16.00	1		31104
STEPS TO ENGLISH BK 4 2ND ED TCH/ED	MHR 1982	MCGRAW HILL RYERSON	23.00	1		30999
STEPS TO ENGLISH BK 5 2ND ED ST/ED	MHR 1982	MCGRAW HILL RYERSON	16.00	1		31146
STEPS TO ENGLISH BK 5 2ND ED TCH/ED	MHR 1982	MCGRAW HILL RYERSON	23.00	1		31179
STEPS TO ENGLISH BK 6 2ND ED	MHR 1982	MCGRAW HILL RYERSON	23.00	1		31005
STEPS TO ENGLISH BK 6 2ND ED ST/ED	MHR 1982	MCGRAW HILL RYERSON	16.00	1		31187
STEPS TO ENGLISH WKBK 2 (NEW ED)		MCGRAW HILL RYERSON	1.50	1		31195
STEPS TO ENGLISH WKBK 2 (OLD ED)		MCGRAW HILL RYERSON	1.50	1		31013
STEPS TO ENGLISH WKBK 3 (NEW ED)		MCGRAW HILL RYERSON	1.50	1		31237
STEPS TO ENGLISH WKBK 3 (OLD ED)		MCGRAW HILL RYERSON	1.50	1		31021

TEXT TITLE		PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
016						
STEPS TO ENGLISH WKBK 4 (NEW ED)		MCGRAW HILL RYERSON	1.50	1		31245
STEPS TO ENGLISH WKBK 4 (OLD ED)		MCGRAW HILL RYERSON	1.50	1		31039
STEPS TO ENGLISH WKBK 5 (NEW ED)		MCGRAW HILL RYERSON	1.50	1		31252
STEPS TO ENGLISH WKBK 6 (NEW ED)		MCGRAW HILL RYERSON	1.50	1		31278
STEPS TO GOOD GRAMMAR (REPRODUCIBLE BK)	WESTON WALCH	KAHL'S	32.50	3		28605
STEPS TO UNDERSTANDING ELEMENTARY		OXFORD UNIVERSITY PRESS	6.00	1		35550
STEPS TO UNDERSTANDING INTERMEDIATE		OXFORD UNIVERSITY PRESS	6.00	1		35196
STEPS TO UNDERSTANDING INTRO		OXFORD UNIVERSITY PRESS	6.00	1		35543
STORIES ABOUT REAL PEOPLE	DOM PR	DOMINIE PRESS	7.00	3		29546
STORIES FOR REPRODUCTION ELEMENTARY 1ST SERIES		OXFORD UNIVERSITY PRESS	5.00	1		31633
STORIES FOR REPRODUCTION INTERMEDIATE 1ST SERIES		OXFORD UNIVERSITY PRESS	5.00	1		31658
STORIES FOR REPRODUCTION INTRO 2ND SERIES		OXFORD UNIVERSITY PRESS	5.50	1		31625
TALES OF THE ODD & UNEXPECTED	WESTON WALCH	KAHL'S	45.00	1		32391
TOEFL PREP BOOK		PRENTICE-HALL	14.50	1		35287
TOWN LIKE ALICE, A	BAL	ACADEMIC BOOK CARAVANS	5.50	1		35303
UNDERSTANDING AND USING ENGLISH GRAMMAR TEXT	PH	PRENTICE-HALL	20.00	8		28449
UNDERSTANDING AND USING ENGLISH GRAMMAR WRK/BK A	PH	PRENTICE-HALL	7.00	3		28456
UNDERSTANDING AND USING ENGLISH GRAMMAR WRK/BK B	PH	PRENTICE-HALL	7.00	3		28480
VERGER AND OTHER STORIES, THE	MONARCH	MONARCH	3.50	3		28647
WHAT'S POETRY? (PHOTOCOPY MASTERS)	WESTON WALCH	KAHL'S	17.00	8	NT	28589
WORD GAMES WITH ENGLISH BK 1	MONARCH	MONARCH	6.00	3		28688
WORD GAMES WITH ENGLISH BK 2	MONARCH	MONARCH	6.00	3		28696
WORD GAMES WITH ENGLISH BK 3	MONARCH	MONARCH	6.00	3		28704
WORDS FOR STUDENTS OF ENGLISH VOL 1	MONARCH	MONARCH	21.00	3		28787
WORDS FOR STUDENTS OF ENGLISH VOL 4	MONARCH	MONARCH	21.00	3		28761
WORDS FOR STUDENTS OF ENGLISH VOL 5	MONARCH	MONARCH	21.00	3		28779

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
016							
WORLD OF VOCABULARY CANADA	GLC		GLOBE/MODERN CURRIC PRESS	8.00	3		28563
WRITER'S TOOLBOX, THE	MONARCH		MONARCH	10.00	3		28654
YOUR VOICE AND MINE 4	HRW	1987	HOLT, RINEHART & WINSTON	22.00	8		28498
1000 PICTURES FOR TEACHERS TO COPY			ADDISON-WESLEY	18.00	1		32458
018 ENGLISH STUDIES							
ECHOES 2	OXF	1984	OXFORD UNIVERSITY PRESS	15.50	1		24885
020 GEOGRAPHY							
ATLAS OF PLANET MANAGEMENT	MTN		METRO TORONTO NEWS	20.00	8		23473
CANADA:ITS LAND AND PEOPLE		1986	REIDMORE BOOKS	20.00	8		24968
CANADA:LAND OF DIVERSITY	PH	1989	PRENTICE-HALL	33.00	1		05132
CANADA:LAND OF DIVERSITY 2ND ED	PH	1988	PRENTICE-HALL	33.00	1		26039
COUNTDOWN CANADA	MM	1979	COLLIER MACMILLANDA	22.00	8		23499
EARTH REPORT, THE		1988	H.B. FENN	17.00	1		25924
ENVIRONMENTAL STUDIES: EARTH AS A LIVING PLANET		1987	COLLIER MACMILLAN	47.50	1		25908
GAIA PEACE ATLAS: SURVIVAL INTO THIRD MILLENIUM		1988	ACADEMIC BOOK CARAVANS	25.00	1		25916
INTERNATIONAL TRAVEL AND TOURISM	WILEY	1988	JOHN WILEY	33.00	8		28340
INTRODUCING EARTH SCIENCE	OXF	1988	OXFORD UNIVERSITY PRESS	16.00	8		26021
METEOROLOGY	OXF	1989	OXFORD UNIVERSITY PRESS	15.50	1		26013
REMOTE SENSING AND IMAGE INTERPRETATION	WILEY	1987	JOHN WILEY	59.50	8		28357
URBAN STUDIES	PH		PRENTICE-HALL	20.00	8		27813
WORLD AROUND YOU: PHYSICAL PATTERNS	OXFORD	1988	OXFORD UNIVERSITY PRESS	24.00	8		28332
WORLD DEVELOPMENT REPORT 1988	OXFORD	1988	OXFORD UNIVERSITY PRESS	14.50	8		27821
030 HISTORY							
HISTORY OF WESTERN SOCIETY, A 3RD ED VOL 1	NEL	1988	NELSON	30.00	8		24836
HISTORY OF WESTERN SOCIETY, A 3RD ED VOL 11	NEL	1988	NELSON	31.50	8		24844
HISTORY OF WORLD SOCIETIES, A 2ND ED	NELSON	1988	NELSON	54.50	8		23481

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
030 HISTORY					
IDEOLOGIES MHR 1982	MCGRAW HILL RYERSON	21.00	9		26195
NEW NATION, A: THE AMERICAN EXPERIENCE MHR 1989	MCGRAW HILL RYERSON	28.00	9		26278
POLITICS:CONFLICT AND COMPROMISE OXFORD 1989	OXFORD UNIVERSITY PRESS	25.00	8		28373
UNITED STATES HISTORY AW	ADDISON-WESLEY	40.00	8		28365
WORLD POLITICS NORTHWESTERN UNIVERSITY	NORTHWESTERN UNIVERSITY	10.00	8		28324
045 FAMILY STUDIES					
BASIC SOCIOLOGY MHR	MCGRAW HILL RYERSON	6.00	8		26161
CHANGES AND CHOICES IRWIN	IRWIN PUBLISHING	24.50	8		26096
CHILD AND SOCIETY 4TH ED MHR	MCGRAW HILL RYERSON	25.00	1		23242
COMMUNICATION AND INTERPERSONAL SKILLS MS	MCCLELLAND AND STEWART	8.00	9	RE	25817
DECISIONS IRW	IRWIN PUBLISHING	26.00	8		26104
DISCOVERING FOOD CM	COLLIER MACMILLAN	21.50	8		26062
EMERGING GENERATION,THE IRW	IRWIN PUBLISHING	11.00	9	RE	26153
FAMILIES IN CANADIAN SOCIETY	MCGRAW HILL RYERSON	19.00	1		24943
FAMILY COMMUNICATION COHESION AND CHANGE 2ND ED GAGE 86	GAGE	22.00	8		26260
FAMILY LIFE MANAGEMENT SIXTH ED CM	COLLIER MACMILLAN	50.00	9	RE	25759
FIRST FOODS CM	COLLIER MACMILLAN	27.50	8		26054
FOOD FOR TODAY 4RTH ED CM 1989	COLLIER MACMILLAN	41.50	9	RE	25742
GOALS FOR HIRING:MANAGING YOUR RESOURCES IRWIN	IRWIN PUBLISHING	30.50	9	RE	26070
INTIMATE ENVIRONMENT:EXPLORING MARRIAGE AND THE FAMILY	GAGE	36.00	8		25999
MARRIAGES AND FAMILIES-MAKING CHOICES AND FACING CHANGE	NELSON	50.00	9	RE	25890
NORMAL FAMILY PROCESSES CCP	COPP CLARK PITMAN	32.50	8		26047
SEXUAL BEHAVIOUR OF CANADIAN YOUNG PEOPLE F/W 1989	FITZHENRY & WHITESIDE	11.00	8		25940
050 LANGUAGES: CORE PROG					
ATLAS LAROUSSE CANADIEN 3RD ED 1989	LES EDITIONS FRANCAISES	20.00	2		27565
AVENTURE A OTTAWA:ALTERNATIVES SERIES AW 1984	ADDISON-WESLEY	11.50	8		25700

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
050 LANGUAGES: CORE PROG							
BEGINNER'S GERMAN READER	CCP	1989	COPP CLARK PITMAN	7.50	8		25445
CAMBRIDGE LATIN COURSE UNIT I WKBK	IRW	1989	IRWIN PUBLISHING	6.00	3		42820
CAMBRIDGE LATIN COURSE UNIT I 3RD ED	IRW	1988	IRWIN PUBLISHING	22.00	1		24976
CAMBRIDGE LATIN COURSE UNIT 2 WKBK 3RD ED	IRW	1989	IRWIN PUBLISHING	6.00	3		42838
CAMBRIDGE LATIN COURSE UNIT 2 3RD ED	IRW	1989	IRWIN PUBLISHING	22.00	1		24984
COCHRAN'S GERMAN REVIEW GRAMMAR	PH	1988	PRENTICE-HALL	37.00	1		23218
CONNAITRE ET SE CONNAITRE 3RD ED	HBJ	1986	HARCOURT BRACE JOVANOVICH	26.50	8		35808
EVASION EN SUISSE	CCP	1989	COPP CLARK PITMAN	7.00	8		25429
FRENCH FOR FLUENCY	HEATH	1985	D. C. HEATH	27.50	1		26690
GERMAN TODAY I 4TH ED	HM	1989	HOUGHTON MIFFLIN	29.50	1		25262
GERMAN TODAY 1 4TH ED WORKBK/LAB/MAN	HM	1989	HOUGHTON MIFFLIN	9.00	3		25239
GERMAN TODAY 2 4TH ED	HM	1989	HOUGHTON MIFFLIN	31.50	2		27839
INTRIQUE AU CHATEAU LAURIER	CCP	1989	COPP CLARK PITMAN	7.00	8		25403
MYSTERE EN SUISSE:ALTERNATIVES SERIES	AW	1984	ADDISON-WESLEY	11.50	8		25734
PARCOURS 2	CEC	1983	CENTRE EDU ET CULTUREL	750.00	1		19158
PASSEPORT POUR LA FRANCE	HRW	1977	HARCOURT BRACE JOVANOVICH	20.00	8		35659
PLEIN DE VIE WKBK	HEATH		D. C. HEATH	2.50	3		35790
POINT DE VUE (SECONDAIRE 5)	GUERIN	1987	GUERIN EDITEUR LTEE	30.00	1		18358
POURQUOI PAS! BK 1	HBJ	1985	HARCOURT BRACE JOVANOVICH	20.00	8		35766
SITUATIONS, TEXTES DIVERS DU MONDE FRANCOPHONE	AW		ADDISON-WESLEY	22.00	2		27573
TOPAZE (FRENCH ED)	QUEBEC LIVRES	1988	QUEBEC LIVRES	8.50	8		35642
ZICKZACK STAGE II		1988	RESOURCE CENTRE	21.00	1		25726
055 LANGUAGES: THE AUTHORS							
AUF DEM WEGE REVIEW GRAMMAR	HBJ	1988	HARCOURT BRACE JOVANOVICH	24.00	1		23234
D'ACCORD BOOK 1 WKBK	AW	1987	ADDISON-WESLEY	6.00	3		26542
D'ACCORD BOOK 2 WKBK	AW	1987	ADDISON-WESLEY	6.00	3		25270

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
055 LANGUAGES: THE AUTHORS							
GERMAN TODAY I 4TH ED	HM	1989	HOUGHTON MIFFLIN	29.50	1		25262
LAROUSSE FRENCH/ENGLISH DICTIONARY	DISTICAN	1989	ACADEMIC BOOK CARAVANS	6.00	8		26591
057 FRENCH IMMERSION							
L'ENLEVEMENT DE LA SAINT JEAN	AQUILA		AQUILA COMMUNICATIONS	7.00	8		35667
L'ISOGRAMME GRAMMAIRE SYN DU FRAN INTER (ENG VER) PH 89			PRENTICE-HALL	13.50	9		35691
L'ISOGRAMME GRAMMAIRE SYN DU GRAMM INTER (FR VER)PH 89			PRENTICE-HALL	13.50	9		35709
MUR, LE	1972		JEWILL BROS	7.50	3		35683
PETIT GUIDE DU SYSTEME PARLEMENTAIRE DANSANTE			LA GRENOUILLE DANSANTE	13.00	8	NT	00968
PROCES ETRANGES	AQUILA		AQUILA COMMUNICATIONS	7.00	8		35675
QUEBEC RACONTE	AQUILA		AQUILA COMMUNICATIONS	8.00	8		35782
TEXTES ET CONTEXTES 2 CASSETTES	MONDIA	1989	MONDIA	13.00	9		27730
TEXTES ET CONTEXTES 2 GUIDE PEDAGOGIQUE 1RE PARTIE	1989		MONDIA	8.00	9		27714
TEXTES ET CONTEXTES 2 GUIDE PEDAGOGIQUE 2E PARTIE	1989		MONDIA	8.00	9		27722
TEXTES ET CONTEXTES 2 MAN DE L'ELEVE 1RE PARTIE	1984		MONDIA	10.00	9		27672
TEXTES ET CONTEXTES 2 MAN DE L'ELEVE 2E PARTIE	1984		MONDIA	10.00	9		27698
TEXTES ET CONTEXTES 2 MANUELS 1RE PARTIE	MONDIA	1984	MONDIA	16.00	9		27656
TEXTES ET CONTEXTES 2 MANUELS 2E PARTIE	MONDIA	1984	MONDIA	16.00	9		27664
TEXTES ET CONTEXTES 2 1E PARTIE	MONDIA	1984	MONDIA	16.50	9		27623
TEXTES ET CONTEXTES 2 2E PARTIE	MONDIA	1984	MONDIA	16.50	9		27649
VISITEUR DU SOIR, LE	CHAMPLAIN		EDITIONS CHAMPLAIN	11.00	8		35741
060 MATHEMATICS							
ALGEBRA AND GEOMETRY	MHR	1988	MCGRAW HILL RYERSON	30.00	8		24224
ALGEBRA AND GEOMETRY	HM	1990	HOUGHTON MIFFLIN	31.00	8	NT	28506
FOUNDATIONS OF MATHEMATICS 9 FM 9 2ND ED	1988		MCGRAW HILL RYERSON	21.00	1		25320
LIFE MATH 2	MHR	1987	MCGRAW HILL RYERSON	21.00	1		24901
MATH MATTERS 3 TEXT	NELSON	1987	NELSON	27.00	1		26674

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
060 MATHEMATICS							
MATH TODAY 9	PH		PRENTICE-HALL	30.00	8		25338
065 MUSIC							
ALFRED'S BASIC ADULT PIANO COURSE LEVEL 3	THOMPSON		G.V. THOMPSON MUSIC	10.50	8		27771
ALFRED'S BASIC PIANO RECITAL LEVEL 2	THOMPSON		G.V. THOMPSON MUSIC	5.50	8		27748
RYTHMIC SCALES FOR BAND	THOMPSON		G.V. THOMPSON MUSIC	4.50	1		23929
UNISONAL SCALES CHORDS	THOMPSON		G.V. THOMPSON MUSIC	4.50	1		23457
070 PHYSICAL & HEALTH EDUC							
HEALTH REV ED	HM	1989	HOUGHTON MIFFLIN	36.00	3		25783
HUMAN SEXUALITY	HM	1988	HOUGHTON MIFFLIN	13.50	3		25775
MAXIMUM SPORTS PERFORMANCE	RH	1988	RANDOM HOUSE	25.00	8		23986
PSYCHOLOGIE ET HYGIENE MENTALE	RENOUVEAU		EDITIONS DU RENOUVEAU	4.00	2		19034
SEXUALITY: A RESPONSIBLE APPROACH	BH		COLLIER MACMILLAN	15.00	8		23549
SOCIOLOGICAL PERSPECTIVE OF SPORT,A	MCM	1987	MACMILLAN OF CANADA	20.00	3		42861
SPORT SCIENCE	PRN		PRENTICE-HALL	19.00	3		42846
080 SCIENCE							
A DECADE OF SIN				21.00	3		28829
APPLIED BIOLOGY: A HUMAN EXPERIENCE	CCP	1989	COPP CLARK PITMAN	35.00	1		24703
ASCENT OF MAN, THE	MS	1990	MCCLELLAND AND STEWART	20.00	8	NT	28811
ATOMIC STRUCTURE	IRW	1987	IRWIN PUBLISHING	9.00	8		26211
BIOLOGIE MODERNE	HRW	1971	HARCOURT BRACE JOVANOVICH	35.00	2		20537
BONDING AND STRUCTURE	IRWIN	1987	IRWIN PUBLISHING	9.00	8		26252
CHEMISTRY: A FIRST COURSE LAB/MAN	AW	1988	ADDISON-WESLEY	.00	1		23192
CHILDREN OF PROMETHEUS:A HISTORY OF SCIENCE/TECHNOLOGY			UNIV OF TORONTO PRESS	37.00	8		24950
DOUBLE HELIX, THE	ABC		ACADEMIC BOOK CARAVANS	6.00	8	NT	28837
EQUILIBRIUM I: PRINCIPLES	IRWIN	1987	IRWIN PUBLISHING	9.00	8		26237
EQUILIBRIUM II: ACIDS AND BASES	IRW	1987	IRWIN PUBLISHING	9.00	S		26245

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
090 TECHNICAL SUBJECTS							
ARCHITECTURE:DRAFTING AND DESIGN 5TH ED	MHR	1987	MCGRAW HILL RYERSON	38.00	8		27953
AUTOMOTIVE MECHANICS 2ND CDN ED	MHR	1989	MCGRAW HILL RYERSON	40.00	8		27904
FUNDAMENTALS OF ENGINEERING GRAPHICS 6TH ED	1988		MCGRAW HILL RYERSON	26.00	1		25023
FURNITURE AND CABINET MAKING	CM	1983	COLLIER MACMILLAN	37.00	8		27979
GENERAL INDUSTRIAL EDUCATION AND TECHNOLOGY			MCGRAW HILL RYERSON	41.00	8		25692
HOME REPAIR AND MAINTENANCE	IRW	1988	GENERAL PUBLISHING	30.50	2		25841
HYDRAULIC COURSE FOR VOCATIONAL TRAINING	FESTO	1978	FESTO	17.50	8		28381
INTERIOR DESIGN FUNDAMENTALS	MHR		MCGRAW HILL RYERSON	40.00	3		42879
INTRODUCTION TO DRAFTING	MHR	1984	MCGRAW HILL RYERSON	18.50	8		27946
INTRODUCTORY ELECTRICITY 3RD ED	IRWIN	1989	GENERAL PUBLISHING	17.00	2		27789
PNEUMATIC COURSE FOR VOCATIONAL TRAINING	FESTO	1978	FESTO	17.00	8		28399
STATIC AND STRENGTH OF MATERIALS	MHR		MCGRAW HILL RYERSON	30.00	1		25031
WELDING 3RD ED	MHR	1986	MCGRAW HILL RYERSON	28.00	8		27888
101 FX: ART DRAMATIQUE							
EXPRESSION DRAMATIQUE	PRISE DE PAROLE		PRISE DE PAROLE	20.00	3		42366
102 FX: COMMERCE							
COMPTABILITE,LA:INSTR NECES A LA PRIS DEC 1 4E ED	1988		MCGRAW HILL RYERSON	24.00	3		42432
COMPTABILITE,LA:INTR NECESS/PRISE DEC 2 4E ED	MHR	1988	MCGRAW HILL RYERSON	28.00	3		42440
FONDEMENTS DE LA COMPTABILITE TOME 3	BEAU	1979	EDITIONS BEAUCHEMIN LTEE	34.00	3		42671
INITIATION A L'INFORMATIQUE			MINISTRY OF EDUCATION	11.50	3		42473
INITIATION A LA COMPTABILITE FIN ET ADMIN	IRW	1988	IRWIN PUBLISHING	48.00	3		42416
103							
TURING TUTORIAL GUIDE	HRW		HARCOURT BRACE JOVANOVICH	.00	9		36194
110 FX: ANGLAIS-COMP							
CRIPPLE CLUB,THE	IRW	1988	IRWIN PUBLISHING	10.00	2		25312
MERCHANT OF VENICE TEXT	HBJ	1988	HARCOURT BRACE JOVANOVICH	7.00	8		27318

TEXT TITLE			PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER
			110 FX: ANGLAIS-COMP				
MOONKID AND LIBERTY	IRWIN	1988	IRWIN	8.00	8		25486
			111 FX: ANGLAIS-LD				
LIRE ET S'ENTENDRE MANUEL ÉLÈVE	GUE		GUERIN EDITEUR LTEE	10.00	3		42663
			115 FX: ANGLAIS-LIT				
MESSAGES AU CLAIR DOSSIER D'ACQUISITION	CFO	1987	CENTRE FRANCO-ONTARIEN	4.00	3		42655
MESSAGES AU CLAIR MODULES 1-5	CFO	1987	CENTRE FRANCO-ONTARIEN	3.50	3		42614
MESSAGES AU CLAIR MODULES 11-14	CFO	1987	CENTRE FRANCO-ONTARIEN	3.50	3		42580
MESSAGES AU CLAIR RECUEIL	CFO	1987	CENTRE FRANCO-ONTARIEN	7.00	3		42648
			160 FX: MATHEMATIQUE				
ALGEBRA AND GEOMETRY	MHR	1988	MCGRAW HILL RYERSON	30.00	8		24224
MATHEMATIQUES APPLIQUEES COMTEMP/INTERMEDIAIRE	MHR		MCGRAW HILL RYERSON	26.00	3		42523
MATHEMATIQUES ATOUT	BEAU	1979	EDITIONS BEAUCHEMIN LTEE	35.00	3		42499
MATHEMATIQUES ESSENTIELLES 1	EVN	1981	EDITIONS ETUDES VIVANTES	17.00	3		42481
MATHEMATIQUES POUR UN MONDE MODERNE LIVRE 2	GAGE	1988	GAGE	25.00	1		23259
MATHEMATIQUES VISA 10	GAGE	1987	GAGE	27.00	1		20222
MATHEMATIQUES 11, 11E ANNEE	BEAUCHEMIN	1988	EDITIONS BEAUCHEMIN	37.50	1		20321
MATHEMATIQUES 12 12E ANNEE	BEAUCHEMIN	1988	EDITIONS BEAUCHEMIN	26.00	1		19208
MATHEMATIQUES 3	BEAUCHEMIN	1986	EDITIONS BEAUCHEMIN LTEE	30.50	1		20487
VISA 10 MATHEMATIQUE	GAGE	1987	GAGE	27.00	1		23291
			180 FX: SCIENCES				
AU COEUR DES SCIENCES 9	CCP	1989	COPP CLARK PITMAN	34.00	3		42457
ECOLGIE: PRINCIPES DE BASES	RENOUVEAU	1982	EDITIONS DU RENOUVEAU	26.50	3		18325
MATIERE ET ENERGIE 2E ED	GUE	1981	GUERIN EDITEUR LTEE	21.00	3		42465

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER

TEXT NO RANGE 00968 - 42979

** CONTROL TOTALS **

TEXT TITLE	PUBLISHER	ORDER PRICE	APPR CODE	R/I CODE	TEXT ID NUMBER

TOTAL RECORDS - READ 05530
- UNSEL 00000
- WRITTEN 00361

CA4ONHBLW26
A 35
URBAN/MUNICIPAL

A G E N D A

OPERATIONS MANAGEMENT COMMITTEE

1990 06 12

Confirmation of the minutes of the 1990 05 08 meeting.

URBAN MUNICIPAL
GOVERNMENT DOCUMENTS

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Asbestos in our Buildings
   a) Update
   b) Report of the Asbestos Response Team - Six Month Review - **Pages 1 to 25**

NEW BUSINESS:

1. Recommendations of the Director of Education - **Page 26**
2. Driver Education Quotations - In Car - **Pages 27 and 28**
3. Race Relations - Grant Application - **Pages 29 to 31**
4. Tenders - Asbestos Removal - Sir John A. Macdonald - **Page 32**
5. Tenders - Asbestos Removal - Cardinal Heights - **Page 33**
6. Tenders - Adelaide Hoodless Renovations - **Revised Page 34**
7. Tenders - Peace Memorial Renovations - **Page 35**
8. Tenders - Delta Renovations - **Page 36**
9. Budget Review Process (requested by Trustee Hicks)

** 10. November 10th, 1990 conference of the Ecumenical Study Commission (referred by Development Committee, June, 1990)

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - **Page 37**

**** In addition to Agenda mailed out**

Education Centre
100 Main Street West
Hamilton, Ontario

1990 06 12

To The Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: **ASBESTOS RESPONSE TEAM**
Six Month Review

In accordance with recommendations made at the December, 1989 Board meeting, The Asbestos Steering Committee is required to present a six month review at this time (see attached). Subsequent reviews are to follow in December, 1990 and a final 18 month review in June, 1991.

This six month review report describes the present role of the Asbestos Response Team and its activity to date.

Attached as an appendix to the report is the Asbestos Management Plan that has been submitted to the Ministry of Labour.

RECOMMENDATION:

The Asbestos Steering Committee recommends that the Asbestos Response Team's six month review be received for information.

Prepared by: W. K. Ferris
Asbestos Response Team
Project Manager

Submitted by: The Asbestos Steering Committee

Approved by: K. A. Rielly
Director of Education and Secretary

ASBESTOS RESPONSE TEAM
Six Month Review

1990 06 12

BACKGROUND:

In reacting to health and safety concerns from June to December, 1989, the Hamilton Board of Education was spending approximately $75,000 per week for asbestos abatement work resulting in a cost of $1.9 million.

In August, 1989 the Board was ordered by the Ministry of Labour to provide asbestos awareness training for every employee by September 30, 1989. The Board's Health and Safety office created an innovative training program that has been provided to over 4,500 Board employees. This training package has now become the basis for other boards of education to develop similar awareness training programs.

Last Fall the workload continued to increase as the asbestos concerns escalated. Communication of accurate information became essential. The Board's Information Services Department provided excellent support and assistance. The Plant Department staff and other officials were required to set aside regular responsibilities during a critical time. It became evident that a management system was urgently required. On the advice of the Ministry of Labour and the Board's consultant, Senior Management recommended establishing a management team that would develop an effective management plan for the Board to:

- provide effective overall management of asbestos repair and removal
- improve response time whenever and wherever asbestos-related concerns arise
- co-ordinate the work of consultants, contractors and employees involved in asbestos repair and removal

On December 19, 1990, the Board approved the establishment of a temporary asbestos response team to manage and carry-out the day-to-day asbestos abatement work budgeted at $3.35 million for 1990.

THE ASBESTOS RESPONSE TEAM MANDATE:

- implement the management plan for asbestos repair and removal
- control budgeted expenditures in cooperation with the Plant Department
- develop an effective and consistent response to employee and community concerns by communicating with:
    - employee groups and health and safety representatives
    - Ministry of Labour, Hamilton-Wentworth Regional Department of Health and consultants

ACTIVITIES:

* Developed the management plan with the assistance of the Ministry of Labour. Other boards of education and the Ministry of Labour have used the Hamilton Board's management plan as a model.

* Received a Ministry of Education asbestos abatement allocation of $5.8 million for 1991-94 (resulting in approximately $4 million based on the Board's grant rate).

* Reduced the use of asbestos contractors for minor asbestos abatement work. The Team has completed 155 abatement jobs from February to May, 1990 with an estimated cost reduction to the Board of $85,120.

* Improved supervision, inspection and monitoring of asbestos abatement contractors has shown a reduction in cost and improvement in the quality of work. Since November, 1989 the Team administrative staff has monitored at least 496 outside contract jobs (including re-insulation, plastering, electrical work, and waste disposal) valued as $230,000.

* Coordinated the distribution of inventory reports to every board building. Reference copies are available for examination in the Harry Paikin Library. The Team has produced a summary of the inventory reports.

* Encouraged and improved networking and communication with other boards of education. The Asbestos Response Team members made a presentation at the O.A.S.B.O. Annual Conference.

* Managed the removal of all asbestos waste that had been stored in Board buildings in compliance with the Ministry of Environment Regulation 309 and Ministry of Transportation legislation..

* Monitored the job specifications for major asbestos abatement work being planned at Sir Winston Churchill, Sir John A. Macdonald and Cardinal Heights Schools. In addition, the Team is working cooperatively with the Plant Department to assure that asbestos abatement work in this summer's school renovation program is managed properly.

* Prepared job specifications for work that requires an abatement contractor.

* Established a practical in-house repair staff training program.

* Improved and maintained communication with the worker representative, employee groups and the Ministries of Labour and Environment.

* Improved response to employee asbestos complaints and concerns. The Asbestos Response Team receives between 15-20 inquiries daily.

* Addressed concerns in an emotional environment. Members of the Team have participated in meetings with students and staff and have worked cooperatively with the local media.

CONCLUSION:

Another view point has emerged that suggests asbestos in buildings is not as critical to the health and safety of its occupants as earlier opinion stated.

Despite conflicting opinions, the fact remains that Ontario Regulation 654/85 "Asbestos in Buildings" requires the Hamilton Board to manage asbestos abatement effectively. The Asbestos Response Team will continue to respond to the needs of the Board to assure compliance with Regulation 654/85 and the management plan that has been presented to the Ministry of Labour.

BF/ga
June 5/90

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

ASBESTOS MANAGEMENT PLAN

The Board of Education for the City of Hamilton is committed to the health and safety of its employees and students. The Board will continue to work with employee groups to educate and to address employees' concerns about the presence of asbestos in its buildings.

This management plan has been developed in compliance with Section 5 of Ontario Regulation 654/85.

Management Program for Asbestos in Buildings

Where an inspection required under Section 7 of Ontario Regulation 654/85 or an examination under Section 5, Subsection 3 establishes that friable material containing asbestos has been used in a building as fireproofing or as acoustical or thermal insulation, the Board:

As required by Section 5, Subsection 1(a) and 1(b):

(a) *has prepared and is maintaining on the premises a record of the location of the friable material.*

(b) *where the Board is not the tenant or lessee of the building, will notify, in writing, the tenants or lessees, if any, at or adjacent to the location of the friable material.*

Inventory

The inventory report for each building has been undertaken in two phases. Phase 1 involved an initial visual inspection of all buildings (a total of 95 buildings) by Board employees. This was completed in September, 1989. A copy of the Phase 1 inventory has been posted in each building. Phase 2 has involved two asbestos consulting firms, Proctor & Redfern Inc. and Pinchin & Associates, which prepared an extensive physical inventory of all schools. A copy of each inventory will be posted in the building to which it pertains. In addition, all six employee groups will receive a copy of each inventory report. It is anticipated that all of the reports will eventually be placed in a database system for immediate access.

Notification of Workers/Tenants or Leasees

In accordance with Section 5, Subsection 1(b) and 1(c):

(b) where the owner is not the tenant or lessee of the building, notify, in writing, the tenants or lessees, if any, at or adjacent to the location of the friable material.

(c) advise workers of the Board and workers of whose presence the Board is aware of who may work in close proximity to the friable material and who may disturb the material of its presence.

An extensive inventory of each rental facility has been completed and a copy provided to tenants.

All custodial, maintenance and other workers who may work in proximity to and disturb asbestos insulation are to be notified of the presence of asbestos per Section 5, Subsection 1(c).

Workers shall be notified of work to be conducted in proximity to their work area that may disturb friable asbestos material per Section 3, Subsection 4.

All employees (and students, where appropriate) have been informed of the presence of asbestos-containing material (through posted inventory reports). An inventory report is posted in each building, and employees have been informed as to its location. Persons employed to do contractual work in a Board building are being instructed through written statements on work orders issued by the Board's Plant Department as well as by verbal instruction, when necessary.

The Board shall maintain records of asbestos projects, and these are stored on the premises of 220 Dundurn Street, Hamilton, Ontario (office of the Asbestos Response Team).

Training

In accordance with Section 5, Subsection 1(d), the Board shall:

(d) institute and maintain a program for the training and instruction of every worker employed in the buildings by the Board who is likely to work in close proximity to and may disturb the friable material in:

(i) the hazards of asbestos exposure,

(ii) the use, care and disposal of protective equipment and clothing to be used and worn, and personal hygiene, and

(iii) the work practices and procedures to be used in doing the work as prescribed by this Regulation.

Teachers and Clerical Staff

All teachers and clerical staff who work in close proximity to asbestos-containing material have participated in a two-hour, Board-prepared asbestos education and awareness program. Training included the following:

- Legislation,
- Asbestos - uses, general and Board use, Board locations/procedures, Types I, II, and III Repair Removal Procedures.
- Health Effects - the hazards of asbestos exposure,
- Respirators, Protective Equipment - the use, care, disposal and personal hygiene, and
- Board Employee Procedures.

The awareness training program presented the procedures to follow when encountering fallen, damaged asbestos-containing material. Specific details are listed in the Asbestos Training Manual. (See Appendix "A")

Cleaning, Maintenance and Caretaking Personnel

All cleaning, maintenance and caretaking personnel received an extensive four-hour presentation. The presentation consisted of:

- Legislation,
- Asbestos - uses, general and Board use, Board locations/procedures, Types I, II, and III Repair Removal Procedures.
- Health Effects - the hazards of asbestos exposure,
- Respirators, Protective Equipment - the use, care, disposal and personal hygiene, and
- Board Employee Procedures.

The awareness training program presented the procedures to follow when encountering fallen, damaged asbestos-containing material. Specific details are listed in the Asbestos Training Manual. (See Appendix "A")

Time was allotted for group discussion and additional video materials.

New Employees

New employees will receive appropriate awareness training from the Board's Health & Safety Co-ordinator, as required.

Asbestos Response Team

The Asbestos Response Team is required to perform Type I, II and III asbestos operations. All members have participated in an extensive training program including:

Week One (Training by Asbestos Field Supervisor and invited guests including the Lung Association, Armour Protection, Willson, Safety Supply, Nilfisk, Asbestos Workers' Union):

- Legislation,
- Asbestos - uses, general and Board use, Board locations
- Types I, II, and III Repair Removal Procedures (specific work procedures to be observed for type of asbestos operation worker is required to perform).
- Health Effects - the hazards of asbestos exposure,
- Respirators (including proper fitting, limitations, inspection and maintenance, disinfection, use and care),
- Protective Equipment - the use, care, disposal and personal hygiene, and
- Board Employee Procedures.

Weeks Two and Three:

Workers spent a one-week, hands-on training under the direction and supervision of Asbestos Response foremen and McGowan Insulations. Workers were provided with written, oral and practical training on the procedures for transport and disposal of asbestos waste. Regulation 309 and the requirements of the Transportation of Dangerous Goods Regulation were covered. The Ministry of Transportation provided a morning seminar on this topic. Workers participated in a pickup run in conjunction with the asbestos foremen, field supervisor and a licensed asbestos haulage company.

In addition, all workers and foremen have attended a certified training three-day seminar by Ortech International or Monenco Consultants Ltd.

Documentation of Training

The Board shall maintain records of all employees who have participated in the Asbestos Training program which shall be stored at 220 Dundurn Street, Hamilton, Ontario (office of the Asbestos Response Team).

A notification of all training shall be forwarded to the Joint Health & Safety Committee, as required.

Training shall be presented by qualified staff managed by the Board's Health & Safety Department.

Inspection and Monitoring

In accordance with Section 5, Subsection 1(e), the Board shall:

(e) inspect the friable material at reasonable intervals in order to determine its condition.

All employees have been advised to inspect their work areas as a regular routine. Employees have been provided with guidelines on what to look for when conducting an inspection. The asbestos training program included discussions, slides of typical asbestos locations and problems that may occur (i.e., roof leaks). In school facilities, teachers and office staff shall direct asbestos concerns to the school principal. Cleaning staff shall inform the caretaker/foreman. The principal/foreman shall contact the Board's Asbestos Response Team Field office. The problem will be reviewed for action by an asbestos foreman. Corrective action shall be taken as repair work will be assigned to either the Board's asbestos repair staff or an asbestos contractor.

The caretaking staff is responsible for daily inspection and to report observed damage. In specific schools where the integrity of a barrier is of particular concern, (Sir John A. Macdonald, Ainslie Wood, Sherwood, Delta, Elizabeth Bagshaw and Scott Park), the caretaker and/or foreman has been trained and instructed to monitor the area of concern, on a daily basis, and report asbestos concerns to the Asbestos Response Team office.

The Board's Asbestos Response Team has an inspection foreman that has a specific responsibility to prepare a written asbestos inspection of each building at least once per year (see Appendix "D"). Written annual inspection reports are on file in the Asbestos Response Team office. The inspection report shall be made available to the Joint Health & Safety Committee.

The Board has agreed to pay the wage of an employee who has been selected from a coalition of six employee groups represented on the Asbestos Control Committee (a subcommittee of the Joint Health & Safety Committee) to act as the worker representative for an indefinite period of time. This person is provided the opportunity to participate in joint inspections of all asbestos removal and repair work being conducted and supervised by the Asbestos Response Team.

Duties of a Tenant

Duties of a tenant or leesee do not apply to this Board. (This Board does not rent facilities from another source.)

Examination of Deteriorating Insulation

Where in a building it is readily apparent that friable material used therein as fireproofing or acoustical or thermal insulation has fallen and is being disturbed so that exposure to the friable material is likely to occur, the Board shall cause the material to be examined to establish whether the material contains asbestos.

Repair and Maintenance of Asbestos Insulation

Where the examination of deteriorating or fallen insulation discloses that the friable material contains asbestos:

(a) the Board shall cause the fallen material to be cleaned up and removed; and

(b) where it is readily apparent that friable material will continue to fall because of the deterioration of the fireproofing or insulation, the Board shall repair, seal or permanently enclose the fireproofing or insulation.

All asbestos problems shall be addressed by the Asbestos Response Team who are responsible for taking corrective action. The Board shall maintain records of asbestos abatement work.

An asbestos short- and long-term control plan has been developed incorporating the following criteria for hazard identification, assessment and treatment of asbestos in Board buildings:

- type of asbestos material;
- condition of asbestos-containing material;
- accessibility of asbestos-containing material; and
- use and accessibility of the area where the asbestos-containing material is found. (See Appendix "B", Appendix "C". As of March 1, 1990, the Board's priority list for major removal projects has not changed. This will be updated when the balance of inventory reports are received and evaluated.)

The Board has budgeted $3.35 million in 1990 to complete removal, repair and maintenance of projects.

Asbestos Response Team

The Board has recently approved the Asbestos Response Team that is to:

- provide effective overall management of asbestos repair and removal;
- improve response time whenever and wherever asbestos-related concerns arise;
- co-ordinate the planned work of the Board consultants, contractors and employees involved in asbestos repair and removal;
- work together with the worker representative.

In accordance with Section 16, the Board shall:

For each worker working in a Type II operation or a Type III operation shall complete an asbestos work report in Form 1 for each such worker at least once in each twelve-month period and immediately upon the termination of the employment of the worker, and the employer shall forwith forward the completed asbestos work report to the Chief Physician and give a copy to the worker.

Reporting Procedure of a Potential Asbestos Problem

All employees are instructed to inform their supervisor, foreman or principal immediately.

The person in charge of the work area or building is responsible for informing the Asbestos Response Team of the problem.

The Asbestos Response Team Field Supervisor will assign a foreman to investigate the problem and advise corrective action.

Asbestos Control Committee

The Board is committed to meeting regularly with the Asbestos Control Committee - a subcommittee of the Joint Health & Safety Committee.

Asbestos Steering Committee

Members of Senior Management (Associate Director, Superintendents of Plant, Human Resources and Finance) and the Project Manager, make up the committee. Their task is to monitor the Asbestos Response Team and report to the Trustees for the Hamilton Board of Education.

Review of the Management Plan

The management plan is designed to be a comprehensive guideline. To maintain its accuracy and relevance, it is recommended that this plan be reviewed annually by the Asbestos Steering Committee in consultation with the Asbestos Control Committee.

Appendices Attached to this Management Plan

"A" - Asbestos Training Manual
"B" - Evaluation
"C" - Short- and Long-term Repair and Maintenance Asbestos Control Plan
"D" - Annual Board Inspection of Buildings
"E" - Checklist
* "F" - Inventory Summary (not included in this package)

This management plan has been prepared in consultation with the Asbestos Control Committee, Asbestos Response Team Management, the Board's Health & Safety Co-ordinator, the Board's Asbestos Steering Committee, Pinchin & Associates, and the Ontario Ministry of Labour - Industrial Branch.

William K. Ferris, Project Manager
Asbestos Response Team
The Board of Education for the City of Hamilton
1990 04 23
/ls

* The Inventory Summary will be available upon request after May 31, 1990.

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

ASBESTOS

TRAINING

PROGRAM

ASBESTOS PRESENTATION

A. Introduction

B. Legislation

C. Asbestos: Uses
General and Board Use
Board Locations/Procedures
Types I, II, III
Repair Removal Procedures

D. Health Effects

E. Respirators, Protective Equipment

F. Board Employee Procedure

Rules for Working in Proximity to Encapsulated Asbestos

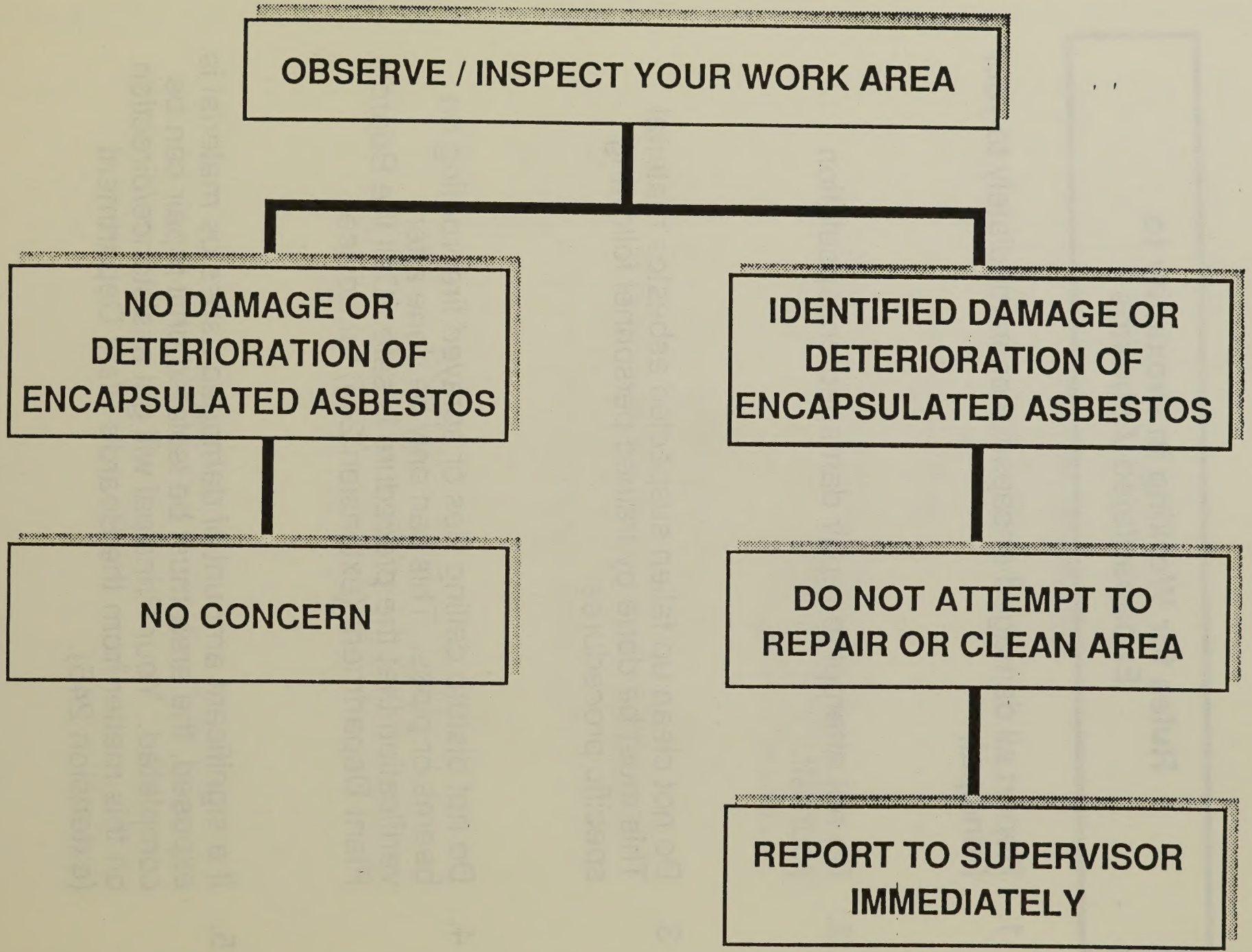
1. Report all damaged encapsulation immediately to your Principal.

2. Do not attempt to repair damaged encapsulation yourself.

3. Do not clean up fallen suspected asbestos material. This must be done by trained personnel following specific procedures.

4. Do not disturb ceiling tiles or sprayed fireproofing on beams or pipes. This can only be done after verification that the procedure is safe. Call the Board's Plant Department (extension 245) for advice.

5. If a significant amount of damaged asbestos material is exposed, the area must be isolated until repair can be completed. Your Principal will get assistance/direction on this matter from the Board's Plant Department (extension 245).


OBSERVE / INSPECT YOUR WORK AREA
NO DAMAGE OR DETERIORATION OF ENCAPSULATED ASBESTOS
NO CONCERN
IDENTIFIED DAMAGE OR DETERIORATION OF ENCAPSULATED ASBESTOS
DO NOT ATTEMPT TO REPAIR OR CLEAN AREA
REPORT TO SUPERVISOR IMMEDIATELY

THE BOARD'S ASBESTOS PROGRAM

1. **Compliance with Legislation**

This Board intends to be in in compliance with the Ministry of Labour's Asbestos Regulation 654. It became effective in 1986.

2. **Training**

All staff who work in proximity to asbestos containing material will be trained in asbestos awareness.

3. **Notification to Contractors**

Contractors coming into our facilities will be identified in two ways:

(i) written statement on Purchase Order;

(ii) signs have been posted in:

- Mechanical Rooms
- Boiler Rooms
- Tunnels

4. **Notice to All Staff**

Letter from Director of Education to all staff advising them of the presence of asbestos in our facilities.

5. **Inventory**

Visual inventory conducted by CUPE representatives of all our facilities. Information available in each school.

Detailed Inventory

The consultants, Pinchon and Associates and Proctor Redfern, will be conducting a detailed inventory of all our facilities. They are verifying information contained in the visual inventory conducting sampling where necessary. The detailed inventory will be available in each facility.

Timing: approximately six (6) months

6. **Asbestos Products**

Asbestos products are no longer permitted by the Board in construction and maintenance work.

7. Action Plan

(a) **Exposed Damaged Asbestos**

All exposed asbestos pipe, equipment and sprayed-on insulation will be enclosed, sealed, encapsulated, or removed.

(b) **Concealed, Sprayed-on Asbestos**

The Board's consultants have been asked to review facilities where sprayed-on asbestos may be a problem. Five schools (Sir John A. Macdonald, Ainslie Wood, Westmount, Delta, and Elizabeth Bagshaw) have been identified as areas of concerns. Corrective action has been taken at these locations with the approval of the Ministry of Labour.

8. Renovation Work to Schools

Where renovations are planned, school board staff and contractors will be advised if asbestos is present. It is this Board's intention to remove asbestos which may be affected by these renovations.

9. Approved Expenditures

The Board has approved the following expenditures:

- 1989 - $1 million ($1,000,000)
- 1990-1994 - $7.5 million ($7,500,000)

The evaluation of accessibility, condition and location of the asbestos-containing materials determine the action required as per the following:

EVALUATION MATRIX LEGEND

S - SHORT TERM ACTION (Complete within 1 year)
M - MEDIUM TERM ACTION (Start when all S work is complete or when work occurs affecting the asbestos)
L - LONG TERM ACTION (Start when all M work is complete or when major work occurs affecting the asbestos)

REMOVE	- Remove asbestos-containing materials to reduce risk of disturbance.
REMOVE *1	- Remove asbestos-containing materials when access for maintenance is required.
REMOVE *2	- Remove asbestos-containing materials at locations where accidental damage is likely.
REMOVE *3	- Remove asbestos-containing materials in conjunction with a major renovation or refit project.
REPAIR	- Repair asbestos-containing materials to GOOD. (After repairs condition goes from FAIR to GOOD)
SURVEILLANCE	- On going review of asbestos management program confirming the utilization of appropriate asbestos procedures for ceiling entry and maintenance work by Board staff and outside contractors. Includes periodical inspection of the condition of the asbestos-containing materials, and implementation of action as required if materials condition goes from GOOD to FAIR or POOR.

		CONDITION		
ACCESS		POOR	FAIR	GOOD
READY (A)	S	REMOVE	REMOVE	REMOVE *2
	S	-	-	SURVEILLANCE
	L	-	-	REMOVE *1 *3
READY (B)	S	REMOVE	REPAIR	SURVEILLANCE
	M	-	(GO TO (B) GOOD)	SURVEILLANCE
	L	-	-	REMOVE *1 *3
OCCASIONAL (C)	S	RESTRICT ACCESS	RESTRICT ACCESS	SURVEILLANCE
	M	REMOVE *1	REPAIR	SURVEILLANCE
	L	-	(GO TO (C) GOOD)	REMOVE *1 *3
NO ACCESS (D)		NO ACCESS CANNOT BE INSPECTED	NO ACCESS CANNOT BE INSPECTED	NO ACCESS CANNOT BE INSPECTED
	L	REMOVE *1 *2	REMOVE *1 *2	REMOVE *1 *2

Appendix "C"

Proposed Asbestos Control Plan (Short-range)

Sir John A. Macdonald (July-August, 1990) - removal of asbestos from the 2nd and 5th floor ceilings and from the auditorium stage, fan room, climate control and air intake room. Hepa filter banks have been installed to filter all supply air.

Sir Winston Churchill (July-August, 1990) - removal of asbestos from the auditorium foyer, fan room and make up room ceilings.

Cardinal Heights (July-August, 1990) - removal of asbestos texture coated materials from ceilings in hallways, classrooms and washrooms.

Scott Park (July-August, 1990) - in 1990, it is planned to remove asbestos from the stairwell.

Delta (July-August, 1990) - 4th floor fan room. Hepa filter banks have been installed to filter all supply air.

Delta (1991) - asbestos shall be removed from the 1st and 2nd floor hallways, gym storage areas, 4th floor hallway and music room.

Elizabeth Bagshaw (1990) - in 1990, it is planned to maintain the existing asbestos insulation in good condition. Hepa filter banks have been installed to filter all supply air. Inventory information is being shared with the Hamilton-Wentworth Roman Catholic Separate School Board in preparation for their occupancy.

Georges P. Vanier (March, 1990) - the texture coat has been removed from the foyer.

Ainslie Wood (information to be obtained)

Albion (December, 1989, April, 1990) - hall ceilings, pipe wrap as per requirements of renovation work.

Scott Park (1991) - it is planned to remove asbestos from the part of the 4th and 5th floor ceiling spaces.

Warehouse - 220 Dundurn Street (July-August, 1990) - it is planned to permanently enclose sprayed beams in Room 7 and the two fan rooms.

Other Identified Repairs as of March 1, 1990 - in addition to the above-noted projects there are a number of minor repairs that have been proposed for completion in 1990.

Unidentified Repairs as of March 1, 1990 - it is anticipated that in addition to the above-mentioned projects, there will be numerous day-to-day problems that will arise and require action in 1990. Although unknown at this time, our experience of the past year indicates that additional funds may be required for this purpose.

Capital Projects (1990) - asbestos repair and removal work may be required in connection with the major renovations and additions scheduled for 1990. This work will be included in the scope of work for these projects and the additional asbestos repair and removal costs will be reflected in the total project cost.

Appendix "C"

Tentative Schedule of Major Repair Projects (as of March 1, 1990)

School	1990	1991	1992	1993	1994
Macdonald	X				
Churchill	X				
Cardinal Heights	X				
Delta	X	X			
Scott Park	X	X			
Ainslie Wood	X	X	X	X	
Dundurn	X	X			
Westmount					X

Note:

This schedule was based on information as of December 1, 1989 and is subject to review and revision upon receipt of consultants' inventory reports.

Hamilton Board of Education
Annual Inspection List (Commencing March, 1990)

January	Holbrook, Southview, Glendale, Albion, Dundurn
February	Chedoke, Mountview, Southview
March	James MacDonald, Sir Allan MacNab, Queensdale, Ridgemount, Seneca, Westwood, Dalewood, Fairview
April	Dr. J. Edgar Davey, Tweedsmuir, Queen Victoria, Prince Philip, Earl Kitchener, Hess Street, Briarwood, Delta
May	Parkview, King George, Adelaide Hoodless, Stinson Street, Fairfield, Lloyd George, Gibson, Robert Land, Memorial, Queen Mary
June	Elizabeth Bagshaw, Red Hill, Glen Brae, Glen Echo, Rosedale, Sir Isaac Brock, Ryckman's Corners, Lincoln Alexander
July	Barton, Richard Beasley, Sherwood, Peace Memorial, Sherwood, Burkholder Drive, Franklin Road, Pauline Johnson, Cardinal Heights
August	Hill Park, Linden Park, Sir Winson Churchill, Viscount Montgomery, C.B. Stirling, Vern Ames, Hampton Heights, Huntington Park, Sir John A. Macdonald, Ainslie Wood
September	Bennetto, Centennial, Scott Park, Prince of Wales, A.M. Cunningham, W.H. Ballard, Sanford Avenue, Central
October	Hillcrest, Hillsdale, Lake Avenue, Parkdale, Roxborough Park, Woodward, Caledon, Westview, Westmount, Buchanan Park
November	Norwood Park, R.A. Riddell, Lisgar, Lawfield, Vincent Massey, Fernwood Park, Crestwood, Thornbrae
December	G.P. Vanier, G.R. Allan, Allenby, Ryerson, Westdale, Strathcona, Eastmount Park, G.L. Armstrong

CHECKLIST — ASBESTOS MANAGEMENT PROGRAM

The following checklist is designed to help ensure that an effective Asbestos Management Program is in force.

1. GENERAL INFORMATION

		Yes	No
a)	Is there friable asbestos in the workplace?	[✓]	[ ]
b)	Is there information available telling workers where friable asbestos is located in their workplace	[✓]	[ ]

2. ASBESTOS MANAGEMENT PROGRAM

Documentation must be available to support any "yes" answer. If friable asbestos exists in the workplace, please indicate if there are documents in each school that:

a)	identify exactly where the asbestos can be found	[✓]	[ ]
b)	identify the type of asbestos	[✓]	[ ]
c)	identify which employees are potentially exposed	[✓]	[ ]
d)	notify employees who may disturb the material	[✓]	[ ]
e)	confirm that a training program exists in written form that explains:	[ ]	[ ]
1.	what training was provided, to whom and when	[✓]	[ ]
2.	the hazard of asbestos exposure	[✓]	[ ]
3.	the use, care and disposal of personal protective equipment	[✓]	[ ]
4.	proper work practices and procedures	[✓]	[ ]
5.	the types of asbestos operations to be performed by maintenance/custodial staff if any	[✓]	[ ]
6.	the work practices, procedures and personal protective equipment needed for each type as specified by the regulation	[✓]	[ ]

Please complete reverse side

		Yes	No
7.	standard operating procedures for each operation involving <u>potential</u> exposure to friable asbestos	[✓]	[ ]
f)	record regular (recommended minimum annual) inspections of friable asbestos and its condition	[✓]	[ ]
g)	state that prompt clean-up of fallen/disturbed material be conducted	[✓]	[ ]
h)	record clean up operations including class of removal, what equipment was used and what disposal method was utilized	[✓]	[ ]
i)	state that where friable asbestos exists in a condition where it is falling or will continue to fall because of the extent of deterioration and/or damage, that it is repaired, sealed, permanently enclosed or removed, and that such operations are recorded	[✓]	[ ]
j)	state that when any work, including contract work, is to be carried out in an area where friable asbestos is confirmed, that a report is produced	[✓]	[ ]
k)	ensure all asbestos operations are classified as Type I, II or III, and that the Ministry of Labour, Construction Health and Safety Branch will be notified of all Type III operations.	[✓]	[ ]

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 06 12

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

GENERAL

I have the the honour to present the following recommendation for your approval:

(a) That a grant application of $1,930.25 to the Ministry of Education for one student to research and develop a mentoring proposal for employees, during a 10 week period (maximum), be approved at no cost to the Board.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

Education Centre
100 Main Street West
Hamilton, Ontario
1990 06 12

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Driver Education Quotations - In Car Portion

Quotations for the in-car portion for the Driver Education program were advertised with a closing date of May 25, 1990.

We received only one quote from Vera's Driving School at a cost of $220 per student which may be subject to the Goods and Services Tax, effective January 1, 1991. This is an increase of $10 over last year's rate. The cost of the in-car instruction is the responsibility of the student.

Vera's Driving School has operated the Driver Education Program (in-car) for the past seven years.

The attached appendix contains the number of courses, enrolment figures and financial information.

Recommendation:

That Vera's Driving School be authorized to provide in-car instruction for the Driver Education Program for the period September 1, 1990 to August 31, 1991 at no cost to the Board.

Prepared by: D. Kelterborn,
Manager of Property and Insurance

C. Howell,
Co-ordinator, Adult & Continuing Education

Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer

Approved by: K.A. Rielly,
Director of Education and Secretary

A P P E N D I X

Three Courses	Enrolment
October - November	85 students
January - March	44 students
April - May	61 students
	190 students

Driver Education Program

Total Grant Income		$12,115
Total Salaries	$8,753	
Supplies - videos	497	
Total Expense		9,250
Income in excess of expense		$ 2,865

To the Chairman and Members
Operation Management Committee
Hamilton Board of Education

June 1, 1990

Ladies and Gentlemen:

Proposal For Funding From The Ontario Ministry of Citizenship To Conduct A Review Of Curriculum Documents With Special Focus Toward Race Relations And Ethnocultural Equity

Aim

- To undertake a review of curriculum materials currently used in Board of Education for the City of Hamilton schools.

- To review learning materials ensuring that they:

  - reflect the roles, experiences and contributions made by both men and women in our pluralistic society

  - include language and illustrations of high standard which are free from stereotypes and provide positive role models

  - are designed to motivate students and staff to examine their own attitudes and behaviours and to comprehend their own rights, responsibilities and privileges as participating citizens in our society

  and that: new and existing learning materials be assessed for curriculum relevance and sensitivity toward race, ethnicity, culture and religion

  - provide inservice awareness to principals, vice-principals, subject coordinators, consultants, special assignment teachers, curriculum writers and key teachers in order that they may review, develop and implement learning materials from an anti-racist and multi-racial, multi-ethnic, multi-religious perspective

Rationale

Generally principals, vice-principals, coordinators, teachers and other school personnel are sensitive to issues related to race relations and ethnocultural equity. However, as a whole they lack the expertise required to effectively review new and existing learning materials and make those decisions necessary to ensure an anti-racist and multi-racial, multi-ethnic, multi-religious perspective.

An expert in the field of race relations and ethnocultural equity with special skills as an editor and trainer is required. It is important that the Board of Education for the City of Hamilton enlist the services of an outside person for this task to ensure objectivity.

Therefore, the Board of Education for the City of Hamilton requests funding assistance from the Ministry of Citizenship for this purpose.

Strategy

To hire a person(s) with expertise, external to our system to:

- review all Board curriculum documents
- work with the race relations and ethnocultural equity planning committee and inservice program committee to assist in race relations and ethnocultural equity policy development as it relates to both learning materials and the curriculum review development and implementation process
- prepare a review of curriculum documents with recommendations for change
- develop criteria and guidelines for the selection and use of new and existing learning materials
- provide specific race relations and ethnocultural equity inservice to all curriculum department personnel and those staff members involved in curriculum review and/or writing committees

This external expert(s) will be under the supervision of Gail Rappolt, Assistant Superintendent of Curriculum and will work with Steve Barrs, Values Education Consultant and the Race Relations and Ethnocultural Equity Planning, Design, and Program Inservice Committees.

Evaluation

The success of this initiative will be determined by:

- quality of the guidelines developed for selection and use of new and existing learning materials
- reception by principals, vice-principals, teachers, librarians, coordinators, senior administrators of the recommendations given in the review
- decisions made by senior management regarding action on review recommendations
- feedback from participants involved in inservice sessions
- follow-up activities by members of review and/or writing committees

FINANCIAL IMPLICATIONS

PROPOSED BUDGET
JULY/90 TO MARCH/91

Ministry Funded:

Temporary Assistance Invoiced - Editor(s)/Trainer(s)		$35,000.

Board Funded:

Development and Printing of Material	$5,000.	
Training Sessions	$2,000.	
Staff Professional Development	$750.	
Office Supplies	$1000.	$8,750.
TOTAL		**$43,750.**

* An application has been submitted to the Ontario Ministry of Citizenship for a grant contingent upon Board approval.

** Provided for in the 1990 budget for Race Relations and Ethnocultural Equity Policy development.

RECOMMENDATION

That this proposal for funding from the Ontario Ministry of Citizenship be approved.

Prepared by: Steve Barrs
Values Education Consultant

John E. Paterson
Senior Account Analyst

Submitted by: Gail Rappolt
Assistant Superintendent of Curriculum

Paul Shewfelt
Superintendent of Finance and Treasurer

Approved by: Keith A. Rielly
Director of Education and Secretary

1990 06 12

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Asbestos Removal - Sir John A. Macdonald S.S.

Tenders were received from prequalified contractors for the above project and the results were as follows:

Donalco Inc..	$1,514,000
A.C.C.Encon Inc.	1,894,994
Waste Managementof Canada	1,901,470
Environmental Abatement Services Inc.	1,989,389
Canadian Asbestos Services Ltd.	2,382,450

The tender format for this project included prices for optional long-range removal items as identified by Pinchin & Associates in the school inventory. These items which are included in the above tenders are not required to be done at this time and, therefore, have been deleted from the recommendation. The high priority items including all areas on the 2nd & 5th floors which are under existing roofs, the auditorium mechanical room including cross bracing and the auto shop mezzanine areas, must be done at this time. The revised tender of the low bidder, Donalco Inc., with the deletion of the low priority items, is $1,147,760.

The Superintendent of Plant recommends that a contract be awarded to the low bidder Donalco Inc., in the amount of $1,147,760 and that funds be provided as noted below:

Contract	$1,147,760
Permit, Fees, Contingency & Inspection .	120,000
Estimated Cost of Project.	$1,267,760

Recommendation

That funds be provided in the amount of $1,267,760 for this project and that a contract be awarded to Donalco Inc. in the amount of $1,147,760.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

1990 06 12

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Asbestos Removal - Cardinal Heights School

Tenders were received from prequalified contractors for the above project and the results were as follows:

Klajnerman Contracting Corp.	$309,247
Delsan Demolition Limited	313,707
512823 Ontario Inc., o/a I & I Construction . .	339,040
Donalco Inc.	351,948
A.C.C.Encon.	428,528
McGowan Insulations.	513,000

The Superintendent of Plant recommends that the tender of Klajnerman Contracting Corp. be accepted and that a contract be awarded in the amount of $309,247 for this work and that funds be provided as noted below:

Contract	.$309,247
Permit, Fees, Contingency & Inspection .	40,000
Estimated cost of Project.	$349,247

Recommendation

That funds be provided in the amount of $349,247 for this project and that a contract be awarded to Klajnerman Contracting Corp. in the amount of $309,247.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

1990 06 12

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies & Gentlemen:

Re: Renovations - Adelaide Hoodless School

Tenders were received from contractors for the above project and the results were as follows:

Canadian Engineering & Contracting Co. Ltd.	$1,058,000
G. S. Wark Limited	1,064,900
Falla Construction Ltd.	1,118,000
The Frid Construction Co. Ltd.	1,127,000

The tender format for this project included optional items for the upgrading of the existing floors, doors and heating system in addition to provisional allowances for hardware and testing, infilling and tackboard and additional millwork and lockers. It is recommended that these items be deleted from the contract and that a contract be awarded to the low bidder, Canadian Engineering & Contracting Co. Ltd. in the amount of $729,441 and that funds be provided as noted below:

Contract	$729,441
Permit, Fees, Contingency, Inspection. .	168,500
Estimated Cost of Project	$897,941

Recommendation

(a) That a contract be awarded to Canadian Engineering & Contracting Ltd. in the amount of $729,441 and

(b) That this project be funded from Capital Reserves in the amount of $897,941.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

1990 06 12

To the Chairman & Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario,

Ladies & Gentlemen:

Re: Renovations - Delta Secondary School

Tenders were received from contractors for the above project and the results were as follows:

Canadian Engineering & Contracting Co. Ltd.	$799,800
G. S. Wark Limited	820,900
The Frid Construction Company Limited	823,000
T. R. Hinan Construction Ltd.	824,500
Falla Construction Ltd.	827,000
Bestco Construction Corp.	848,799
Harm Schilthuis & Sons Limited	916,873

The Superintendent of Plant recommends that the tender of Canadian Engineering & Contracting Co. Ltd., be accepted and that a contract be awarded in the amount of $799,800 for this work and that funds be provided as noted below:

Contract.	$799,800
Permit,Fees,Equipt.,Contingency & Inspection	751,825
Estimated cost of project	$1,551,625

Recommendation:

(a) That a contract be awarded to Canadian Engineering and Contracting Co. Ltd. in the amount of $799,800 and

(b) That this project be funded from Capital from Current in the amount of $1,551,625.

Prepared and Submitted by: R. T. Orlando,
Superintendent of Plant.

Approved by: K. A. Rielly,
Director of Education
and Secretary.

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 06 12

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendations for your approval:

(a) That the following trip requests be approved:

(i) Cardinal Heights, Grade 8, Quebec City, 1991 04 10-13 (Wednesday to Saturday)

(ii) Sherwood, Grades 11-OAC, Outdoor Education, Dorset, 1990 09 19-23 (Wednesday to Sunday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

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URBAN/MUNICIPAL
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A G E N D A
OPERATIONS MANAGEMENT COMMITTEE
1990 07 10

Confirmation of the minutes of the 1990 06 12 meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Asbestos in our Buildings: Update
2. Report from the Officials re Lot Levies (Bill 20)
3. Delta Secondary School - Cafeteria - Pages A1 to A18

NEW BUSINESS:

1. Recommendations of the Director of Education - Page 1
2. Presentation of Petition regarding Education Taxes - J. Hadrevi
3. Burglary/Vandalism and Glass Report - Pages 2 to 4
4. Proforma Budget - Pages 5 to 21
5. Proposal for Computers in Education Hardware - 1990-1991 - Pages 22 and 23
6. String Program - Pages 24 to 28
7. Tenders - James MacDonald addition - Pages 29 and 30
8. Tenders - Centennial addition - Page 31
9. Allotment of Parking Spaces - G. L. Armstrong School
   - Lawfield/Vern Ames Schools
   - Norwood Park
10. Sir Wilfrid Laurier Child Care Centre - Pages 32 and 33
11. Environmental Literacy: A Co-operative Approach - Pages 34 to 36
12. Report from the Committee Re Policies for Food Consumption on School Property - Pages 37 to 47
13. Report of the Special Education Advisory Committee - Page 48

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - Page 49

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 07 10

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

GENERAL

I have the the honour to present the following recommendation for your approval:

(a) That a grant application in the amount of $3,800 to the Ministry of Education: Summer Experience '90 Program for three students to assist in the See and Be Program (Community Schools) be approved, at no additional cost to the Board.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

cv

Education Centre
100 Main Street West
Hamilton, Ontario
1990 07 10

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Burglary/Vandalism and Glass Report for 1989

The trend line shows Burglary and Vandalism has been on the decrease over the past 9 years. The cost in 1989 of Vandalism (excluding glass) was $138,749 (1988: $67,423). The 1989 figure includes losses of $22,599 for a fire at Lake Avenue School and $39,090 for water damage at Glendale Secondary School. Burglary for 1989 was $53,267 (1988: $51,980).

During the period 1981 to 1988, glass costs were in the range of $150,000 to $260,500. In 1989, glass costs were decreased to $230,365.

Annual costs for Burglary, Vandalism and Glass are low relative to the total value ($366,470,534) of Board property at 109 locations. To secure our assets from burglaries and vandalism, we have instituted many programs over the years. A few examples are as follows:

1. The Hamilton-Wentworth Regional Police Department is attentive to any schools where we are having vandalism problems.

2. In the design of new schools, the architect is requested to provide features which should reduce vandalism.

3. Graffiti is removed promptly.

We will continue to monitor the effects of Burglary, Vandalism and Glass at our schools and introduce new programs where they would be cost effective.

Recommendation:

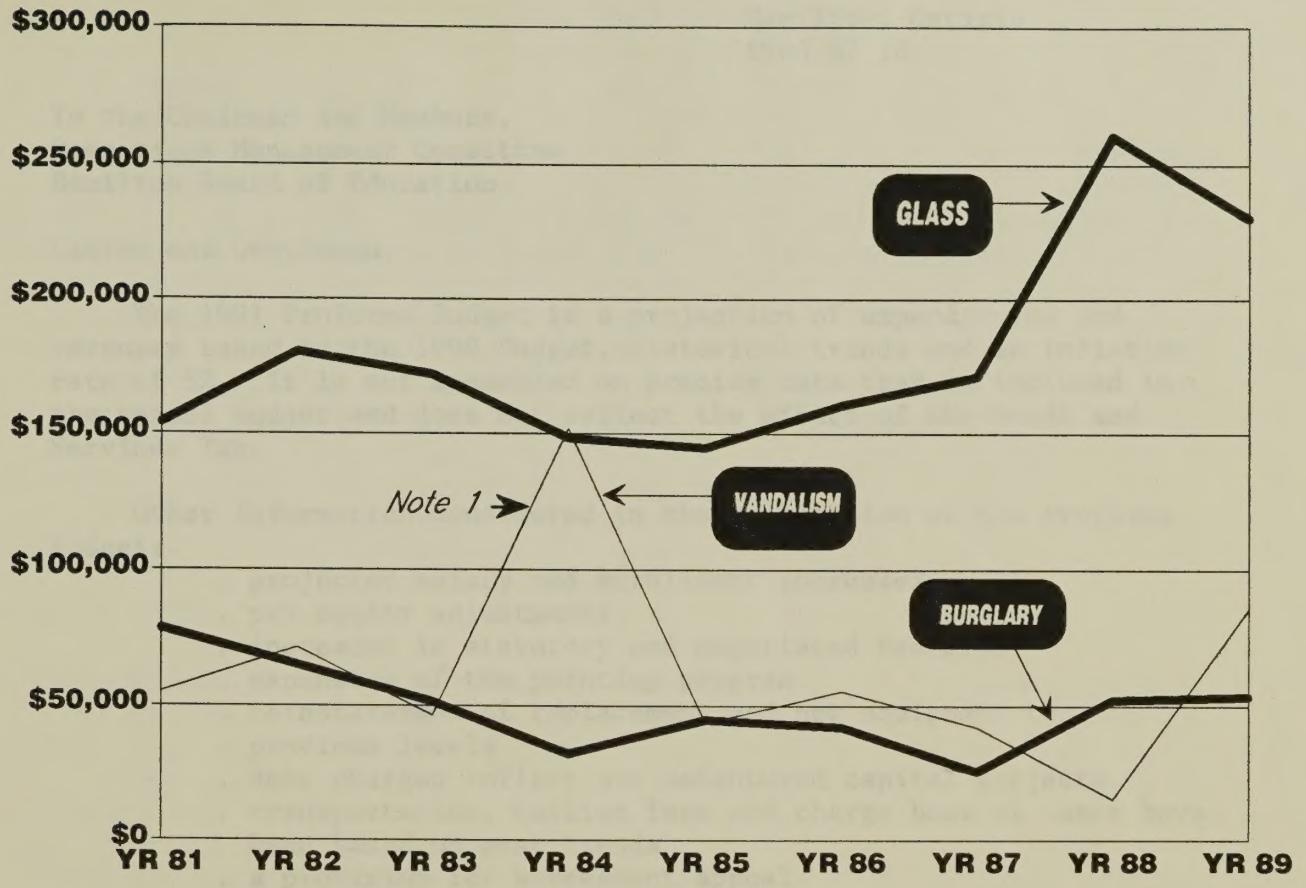
That the report be received for information only.

Prepared by: D. Kelterborn,
Manager of Property and Insurance.

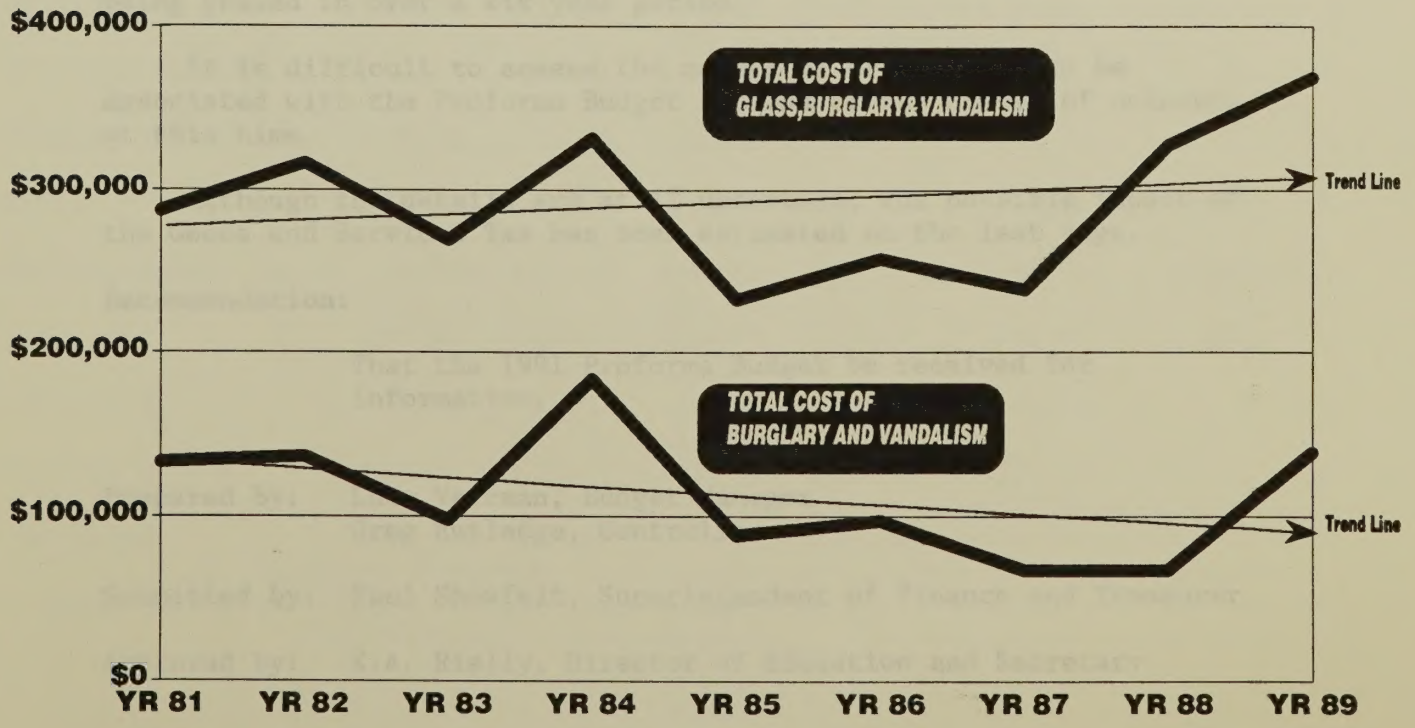
Submitted by: P. Shewfelt,
Superintendent of Finance and Treasurer

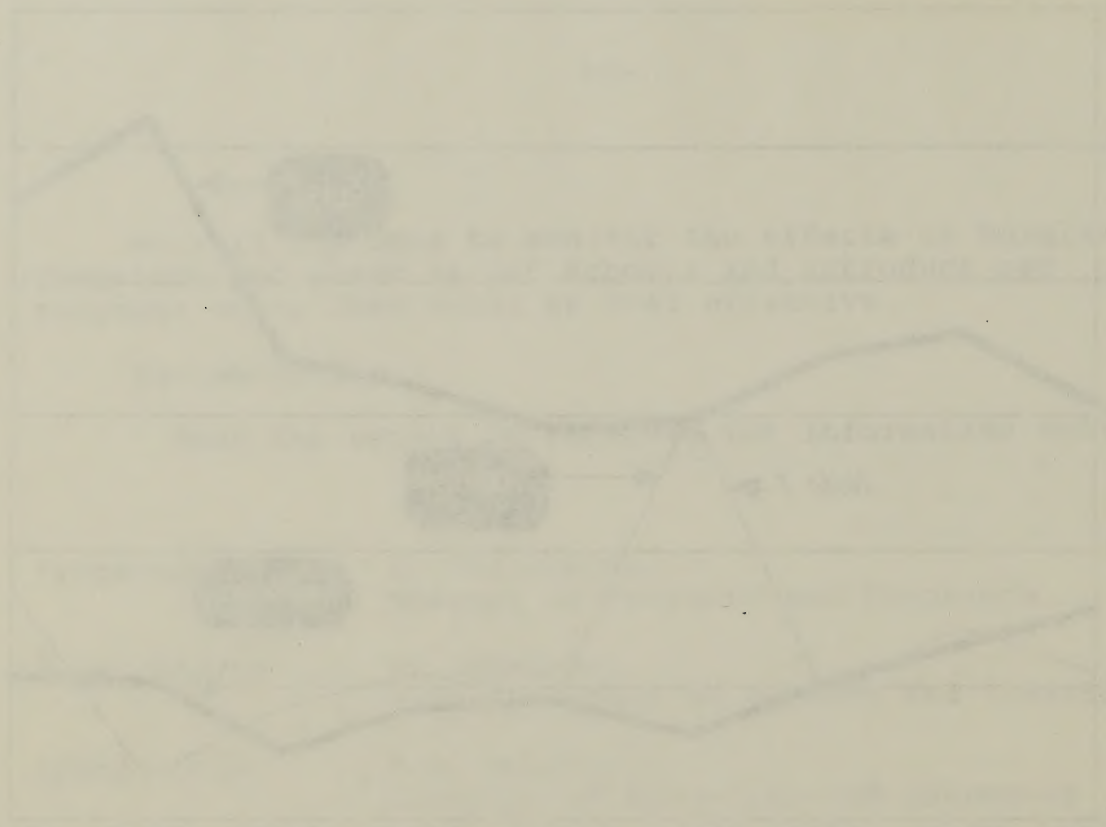
Approved by: K.A. Rielly,
Director of Education and Secretary

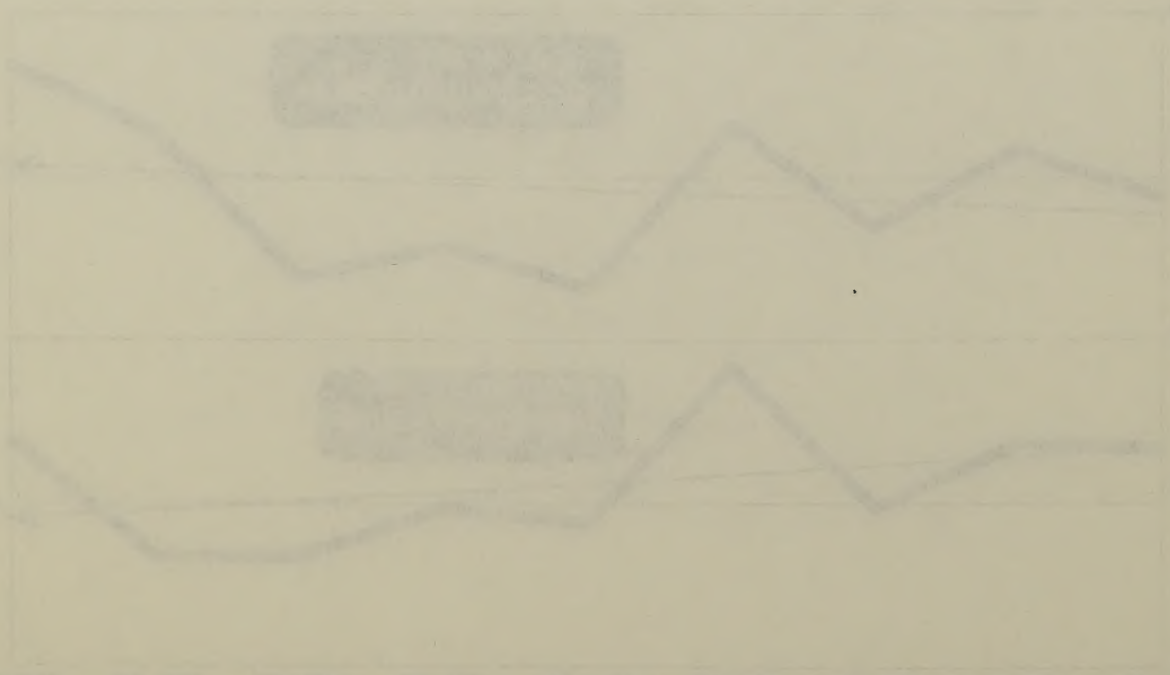
TREND ANALYSIS OF GLASS, VANDALISM & BURGLARY



Note 1 – Includes $135,000 Library Fire at Viscount Montgomery







Education Centre
100 Main Street West,
Hamilton, Ontario
1990 07 10

To the Chairman and Members,
Operations Management Committee
Hamilton Board of Education.

Ladies and Gentlemen:

The 1991 Proforma Budget is a projection of expenditures and revenues based on the 1990 Budget, historical trends and an inflation rate of 5%. It is not assembled on precise data that is included in the annual budget and does not reflect the effect of the Goods and Services Tax.

Other information considered in the preparation of the Proforma Budget:

- projected salary and enrollment increases
- pay equity adjustments
- increases in statutory and negotiated benefits
- expansion of the painting program
- reinstatement of replacement and new equipment to previous levels
- debt charges reflect our debentured capital projects
- transportation, tuition fees and charge back of taxes have been based on past trends
- a provision for assessment appeal

Revenues have been projected assuming that the proportion of funding by revenue source will remain the same as in 1990. In this assumption, provincial grants translate into a 10% increase or seven million dollars. Pooling of commercial and industrial assessment is being phased in over a six year period.

It is difficult to assess the margin of error that may be associated with the Proforma Budget because of the number of unknowns at this time.

Although the details are still uncertain, the possible impact of the Goods and Services Tax has been estimated on the last page.

Recommendation:

That the 1991 Proforma Budget be received for information.

Prepared by: Lucy Veerman, Budget Manager
Greg Rutledge, Controller

Submitted by: Paul Shewfelt, Superintendent of Finance and Treasurer

Approved by: K.A. Rielly, Director of Education and Secretary

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF 1991 PROFORMA BUDGET

	1990		1991		INCREASE	
	$'000	%	$'000	%	$'000	%
EXPENDITURES						
Salaries & Wages, Employee Benefits	196,531	79.2	215,826	79.2	19,295	9.8
Travel, Personnel Training & Bursaries	1,201	0.5	1,264	0.5	63	5.2
Books, Energy, Repairs & Supplies	24,993	10.1	26,503	9.7	1,510	6.0
Replacement & New Equipment	1,809	0.7	3,896	1.4	2,087	115.4
Debt Charges	1,253	0.5	2,669	1.0	1,416	113.0
Capital from Current & Perm. Improvements	7,360	3.0	5,047	1.9	(2,313)	(31.4)
Rentals, Fees & Contractual Services	8,030	3.2	9,112	3.3	1,081	13.5
Transfers to Other Boards, Other	6,908	2.8	8,222	3.0	1,314	19.0
Total Expenditure Budget	248,086	100.0	272,539	100.0	24,453	9.9
REVENUES						
Levy for Mill Rate	152,382	61.4	167,339	61.4	14,957	9.8
Suppl. Taxes, T.& T., P.I.L., Surplus & Trfs	6,503	2.6	7,086	2.6	583	9.0
Provincial Grants	69,443	28.0	76,311	28.0	6,868	9.9
Other Revenue	19,758	8.0	21,803	8.0	2,045	10.4
Refund of Taxes	0	0.0	0	0.0	0	
Total Revenue Budget	248,086	100.0	272,539	100.0	24,453	9.9
Levy						
Board of Education Levy (as above)	152,382		167,339		14,957	9.8
Additional Levy by City re prior year short-fall of tax collection	355		355		(0)	(0.0)
Total Levy	152,737		167,694		14,957	9.8
Residential Mill Rates						
Education	175.8888		193.1126		17.2238	9.8
City	96.7685					
Region	92.1727					
	364.8300					
Taxes on Average $5,000 Assessment						
Education	$879.44		$965.56		$86.12	9.8
City	483.84					
Region	460.86					
	$1,824.14					

JUN 29 1990

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
1991 PROFORMA BUDGET
COMPARISON OF CONSOLIDATED EXPENDITURES

LINE	ECONOMIC CLASSIFICATION	1989 BUDGET	1989 ACTUAL	1990 BUDGET	%	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%
1	Salaries & Wages	$162,438,125	$162,537,471	$179,948,050	10.8%	$196,947,000	$16,998,950	9.4%
2	Employee Benefits	12,930,612	12,809,258	16,583,076	28.2%	18,878,900	2,295,824	13.8%
3	Travel Expense	275,135	303,151	275,135	0.0%	291,600	16,465	6.0%
4	Personnel Training	796,947	681,574	818,878	0.0%	859,800	40,922	5.0%
5	Bursaries & Student Aid	105,825	105,129	107,110	1.2%	112,500	5,390	5.0%
6	Books, Films & Software	4,510,155	4,338,381	4,090,951	-9.3%	3,993,400	(97,551)	-2.4%
7	Energy Costs	4,340,000	4,421,578	4,641,000	6.9%	4,873,000	232,000	5.0%
8	Repairs Bldgs. & Grounds	4,204,365	4,287,378	4,521,251	7.5%	5,120,000	598,749	13.2%
9	Supplies & Services	10,814,763	11,112,480	11,740,282	8.6%	12,516,945	776,663	6.6%
10	Replacement Equipment	336,228	294,229	104,115	-69.0%	332,000	227,885	218.9%
11	Debt Charges	1,162,940	1,162,940	1,253,026	7.7%	2,668,800	1,415,774	113.0%
12	New Equipment	3,446,543	3,311,789	1,704,731	-50.5%	3,564,300	1,859,569	109.1%
13	Capital from Current	1,287,700	5,455,002	6,372,500	394.9%	4,005,000	(2,367,500)	-37.2%
14	Permanent Improvements	1,038,260	955,350	987,110	-4.9%	1,042,000	54,890	5.6%
15	Rentals	1,896,384	1,954,120	2,022,694	6.7%	2,123,800	101,106	5.0%
16	Fees & Contractuals	5,437,629	5,297,466	6,007,529	10.5%	6,987,900	980,371	16.3%
17	Tuition Fees	1,993,938	2,436,428	2,914,670	46.2%	3,296,500	381,830	13.1%
18	Working Capital	250,000	250,000	250,000	0.0%	250,000	0	0.0%
19	Charge Back of Taxes	1,279,451	1,279,451	1,625,189	27.0%	1,916,100	290,911	17.9%
20	Other Expense	2,661,171	3,661,443	2,118,282	-20.4%	2,759,300	641,018	30.3%
	Total Operating Expenditures	$221,206,171	226,654,618	248,085,579	12.2%	$272,538,845	24,453,266	9.9%

JUN 29 1990

LINE 3 - TRAVEL EXPENSE
LINE 4 - PERSONNEL TRAINING
LINE 5 - BURSARIES & STUDENT AID

		1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
3	TRAVEL EXPENSES	$275,135	303,151	275,135	0.0%	$291,600	$16,465	6.0%	**
4	PERSONNEL TRAINING	$796,947	681,574	818,878	2.8%	$859,800	$40,922	5.0%	*
5	BURSARIES & STUDENT AID	$105,825	105,129	107,110	1.2%	$112,500	$5,390	5.0%	*

* Reflects estimated consumer price index increase of 5.0%

** Estimated increase of 6.0% per HRD

JUN 29 1990

1991 PROFORMA BUDGET
LINE 6 - BOOKS, FILMS & SOFTWARE

6 BOOKS, FILMS & SOFTWARE	1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
INSTRUCTIONAL								
Class Texts & Tchng Mat	2,252,552	2,177,721	2,078,867	-7.7%	1,832,800	(246,067)	-11.8%	**
Library	1,290,990	1,299,531	1,184,263	-8.3%	1,243,500	59,237	5.0%	*
Class Text Rebinding	34,000	40,393	34,006	0.0%	34,000	(6)	0.0%	
Computer Software	415,000	342,016	359,650	-13.3%	427,600	67,950	18.9%	***
	3,992,542	3,859,661	3,656,786	-8.4%	3,537,900	(118,886)	-3.3%	
NON-INSTRUCTIONAL								
Books, Films & Tapes	330,394	303,381	277,784	-15.9%	291,600	13,816	5.0%	*
Computer Software	144,319	120,127	110,641	-23.3%	116,200	5,559	5.0%	*
Library	28,650	28,046	31,130	8.7%	32,700	1,570	5.0%	*
Bookstore Cost of Goods Sold	14,250	27,166	14,610	2.5%	15,000	390	2.7%	
	517,613	478,720	434,165	-16.1%	455,500	21,335	4.9%	
TOTAL BOOKS, FILMS & SOFTWARE	$4,510,155	$4,338,381	$4,090,951	-9.3%	$3,993,400	($97,551)	-2.4%	

* Reflects estimated consumer price index increase of 5%

** Reflects estimated consumer price index increase of 5% less $350,000

*** Reflects estimated consumer price index increase of 5% plus $50,000

JUN 29 1990

1991 PROFORMA BUDGET
LINE 7 - ENERGY

7 ENERGY	1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
Fuel Oil	20,000	15,683	21,000	5.0%	22,000	1,000	4.8%	*
Hydro	2,300,000	2,380,724	2,600,000	13.0%	2,730,000	130,000	5.0%	*
Natural Gas	2,000,000	2,003,290	2,000,000	0.0%	2,100,000	100,000	5.0%	*
Gasoline/Propane	20,000	21,881	20,000	0.0%	21,000	1,000	5.0%	*
TOTAL ENERGY	$4,340,000	$4,421,578	$4,641,000	6.9%	$4,873,000	$232,000	5.0%	

* Reflects estimated consumer price index increase of 5%

JUN 29 1990

1991 Proforma
Line 8
Repairs, Buildings & Grounds
Guideline

1990 Approved Budget		$ 4,521,251	
Less:	Roof Repairs	738,000	
	Painting Program	330,800	
	Occupational Health & Safety	100,000	
	Net 1990 Budget	$ 3,352,451	

1991 Guideline

Net 1990 Budget $3,352,451 + 5% Inflation + 2% aging		$ 3,587,000	
Plus:	Roof Repairs	755,000*	
	Painting Program	678,000**	
	Occupational Health & Safety	100,000♦	
		$ 5,120,000	13.2%

* Estimate per Plant Department
** $500,000 + 1990 reduction of $178,000
♦ Estimate

1990 06 19

JUN 29 1990

1991 PROFORMA BUDGET
LINE 9 - SUPPLIES & SERVICES

	1989 BUDGET	1989 ACTUAL	1990 BUDGET	1991 PROFORMA	% INCR(DECR)
ADVERTISING	196,445	166,428	201,910	212,163	5.1%
BANK CHARGES	400	739	400	900	125.0%
BD. COMIT. MTGS	44,000	43,586	10,000	0	-100.0%
BOARD MINUTES	24,000	21,849	21,000	23,000	9.5%
BUS TICKETS	20,000	16,535	17,200	15,400	-10.5%
CAFETERIA SUP.	4,200	2,037	2,560	2,688	5.0%
CARETAKING SUP.	689,625	752,251	742,565	900,000	21.2%
CARTAGE	405,000	380,403	469,500	492,975	5.0%
CLEANING SERV.	289,950	284,910	284,081	298,285	5.0%
COMM. EXERCISES	12,462	12,462	12,315	12,315	0.0%
CUSTOM BROKERAG	3,000	5,841	3,500	4,000	14.3%
FIELD TRIPS	114,131	108,001	126,425	132,746	5.0%
GARBAGE COLLECT	116,000	151,361	230,200	264,730	15.0%
GENERAL SUP	912,307	884,891	930,507	989,250	6.3%
INSTRUCT. SUP.	4,906,162	5,155,110	5,579,494	5,823,059	4.4%
OTHER SUP.& SERV.		6,395	11,000	5,000	-54.5%
PARKING CHARGES	7,000	8,574	7,000	7,350	5.0%
PEST CONTROL	6,100	8,872	8,200	8,610	5.0%
POSTAGE	140,060	144,414	147,414	154,785	5.0%
PRINTING	926,173	776,572	744,157	850,000	14.2%
RECOV EXP.	26,200	69,562	59,533	30,000	-49.6%
RECRUIT STAFF	34,000	63,315	35,000	50,000	42.9%
REP FURN & EQUI	803,606	879,773	903,075	974,932	8.0%
REP MOTOR VEH	45,000	68,696	54,000	72,131	33.6%
SNOW REMOVAL	71,650	56,299	71,650	71,650	0.0%
SURVEIL.-TEL	24,225	24,225	25,448	26,720	5.0%
TELEPHONE & TEL	619,160	526,216	689,575	724,054	5.0%
TEMP ASSIST INV	301,257	318,584	295,573	310,352	5.0%
WATER-SEWAGE	329,775	338,624	368,600	387,030	5.0%
WINDOW CLEANING	17,375	17,521	18,500	19,425	5.0%
SUP CHARGE OUTS	(274,500)	(181,555)	(330,100)	(346,605)	5.0%
TOTAL SUPPLIES AND SERVICES	$10,814,763	$11,112,491	$11,740,282	$12,516,945	6.6%

JUN 29 1990

1991 Proforma
Lines 10 & 12
Replacement and New Equipment
Guideline

1990 Approved Budget:

Replacement	$ 104,115
New	1,704,731
	$ 1,808,846

1991 Guideline**

Replacement	$ 332,000
New	3,564,300
	$ 3,896,300 * 215.4%

** Guideline calculated based on original 1990 equipment request presented to the Trustees plus 5% inflation.

* Centralized Programs

	1990	1991
Technical Upgrade	$ 216,500	continued
Inst.Computers	1,089,311	"
Westmount 1990	46,050	"
Asbestos	23,000	"
	$ 1,374,861	

1990 06 19

JUN 29 1990

1991 Proforma
Line 11
Debt Charges

Principal and Interest on Debt Outstanding Dec 31, 1989	$ 929,900
Principal and Interest on Debenture Issues*:	
Block 87 ($2,450,000)	317,800
Block 72 ($5,600,000)	726,300
James MacDonald ($850,000)	110,200
A. M. Cunningham ($790,000)	102,500
Elizabeth Bagshaw ($2,394,000)	310,500
R. A. Riddell ($1,323,000)	171,600
	1,738,900
Total 1991 Principal and Interest	$ 2,668,800

* Assumes interest at 11.5%.

1990 06 28

JUN 29 1990

1991 Proforma
Line 13
Capital From Current
Guideline

1990 Approved Budget		$ 6,372,500
Less:	Asbestos	3,350,000
	Portables	690,000
	Dust Collection	60,000
	Boiler Replacement	150,000
	Delta/Parkview	1,700,000
Net 1990 Budget		$ 422,500*

1991 Guideline

1990 High Priority Capital Projects		1,276,000
Plus:	Asbestos	1,725,000***
	Dust Collection	384,000**
	Boiler Replacement	200,000**
	Portables (4)	120,000****
	Technical Upgrade	300,000
		$ 4,005,000

* Re: Ontario Building Code; Accessibility Modifications; School Renovations

** Dust Collection Systems - Memorial, Hillcrest, Hampton Heights, Chedoke, Bennetto, G. P. Vanier, Scott Park, Cardinal Heights, Dalewood, Glen Brae

** Boiler Replacement - Thornbrae, Lawfield

*** All data shown is based on information as of January 1, 1990 and is subject to review and revision upon additional information from the inventory.

**** Estimate from Plant Department.

1990 06 28

JUN 29 1990

1991 Proforma
Line 14
Permanent Improvements
Guideline

1990 Approved Budget	$ 987,110	
Less: Insurance Expenditures	101,500	
Net 1990 Budget	$ 885,610	

1991 Guideline

Net 1990 Budget $885,610 x 5% Inflation	$ 930,000	
Plus: Insurance Estimates	112,000*	
	$ 1,042,000	5.6%

* 10% increase over 1990 (based on a similiar 10% increase from 1989 to 1990)

1990 06 01

JUN 29 1990

1991 PROFORMA BUDGET
LINE 15 - RENTALS

15 RENTALS	1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
Computer Ser.-Main Frame	709,000	875,346	790,480	11.5%	830,000	39,520	5.0%	*
School Services (lease of micros)	500,000	451,978	490,000	-2.0%	514,500	24,500	5.0%	*
Recreation Centres	622,400	568,716	671,050	7.8%	704,600	33,550	5.0%	*
Other	64,984	58,080	71,164	9.5%	74,700	3,536	5.0%	*
TOTAL RENTALS	$1,896,384	1,954,120	2,022,694	6.7%	2,123,800	101,106	5.0%	

* Reflects estimated consumer price index increase of 5%

JUN 29 1990

1991 PROFORMA BUDGET
LINE 16 - FEES & CONTRACTUALS

16 FEES & CONTRACTUALS	1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
TRANSPORTATION	4,663,920	4,659,162	5,213,594	11.8%	6,100,000	886,406	17.0%	*
MEDICAL FEES	7,300	5,479	7,800	6.8%	8,200	400	5.1%	
AUDIT FEES	22,500	22,000	23,500	4.4%	24,700	1,200	5.1%	
PROFESSIONAL FEES	197,480	101,849	184,300	-6.7%	210,000	25,700	13.9%	**
INSURANCE	371,839	366,913	393,320	5.8%	420,000	26,680	6.8%	
PLANT	51,000	29,784	59,300	16.3%	63,000	3,700	6.2%	
OTHER	123,590	112,279	125,715	1.7%	162,000	36,285	28.9%	***
TOTAL FEES & CONTRACTUALS	5,437,629	5,297,466	6,007,529	10.5%	6,987,900	980,371	16.3%	

* Based on 10 year average annual increase for Fees & Contractuals

** Reflects estimated consumer price index increase of 5% plus $15,000 for Wyatt report re: retirement gratuities

*** Estimated consumer price index increase of 5% plus $30,000 for relocation of portables

JUN 29 1990

1991 PROFORMA BUDGET
LINE 17 - TUITION FEES
LINE 18 - WORKING CAPITAL
LINE 19 - CHARGE BACK OF TAXES

		1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
17	TUITION FEES	1,993,938	2,436,428	2,914,670	46.2%	3,296,500	381,830	13.1%	*
18	WORKING CAPITAL	250,000	250,000	250,000	0.0%	250,000	0	0.0%	
19	CHARGE BACK OF TAXES	1,279,451	1,279,451	1,625,189	27.0%	1,916,100	290,911	17.9%	**

* Estimate based on projected enrolment from assessment department

** Based on 10 year average annual increase

JUN 29 1990

1991 PROFORMA BUDGET
LINE 20 - OTHER EXPENSE

20	OTHER EXPENSE	1989 BUDGET	1989 ACTUAL	1990 BUDGET	INCREASE (DECREASE) OVER 1989 BUDGET %	1991 PROFORMA	INCREASE (DECREASE) OVER 1990 BUDGET	%	
	BOARD MEMBERSHIPS	60,582	60,740	72,369	19.5%	76,000	3,631	5.0%	
	GRANTS(TO ORGANIZATIONS)	22,846	20,187	52,914	131.6%	27,000	(25,914)	-49.0%	*
	ATHLETIC PROGRAM	241,980	237,817	246,585	1.9%	259,000	12,415	5.0%	
	SHORT TERM BORROWING	80,000	3,198	80,000	0.0%	110,000	30,000	37.5%	**
	MUNICIPAL TAXES	61,167	65,158	80,304	31.3%	84,300	3,996	5.0%	
	PROVISION								
	Capital Reserves	1,244,900	2,323,870	1,242,200		1,250,000	7,800		
	Dofasco	690,000	690,000	0		592,000	592,000		***
		1,934,900	3,013,870	1,242,200	-35.8%	1,842,000	599,800	48.3%	
	OTHER	259,696	260,473	343,910	32.4%	361,000	17,090	5.0%	
	TOTAL OTHER EXPENSE	$2,661,171	$3,661,443	$2,118,282	-20.4%	$2,759,300	$641,018	30.3%	

* Reflects estimated consumer price index increase of 5% less technological studies fair of $29,500

** Based on anticipated borrowing needs

*** Includes a provision for Dofasco appeal

JUN 29 1990

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
IMPACT OF G.S.T. ON 1991 PROFORMA BUDGET

	1991 PROFORMA		G.S.T.		
EXPENDITURES	BEFORE GST	AFTER GST	@7%	REBATE @65%	NET IMPACT
Salaries & Wages	$196,947,000	$196,947,000	$0	$0	$0
Employee Benefits	18,878,900	19,198,500	319,600	207,740	111,860
Travel Expense	291,600	291,600	0	0	0
Personnel Training	859,800	920,000	60,200	39,130	21,070
Bursaries & Student Aid	112,500	112,500	0	0	0
Books, Films & Software	3,993,400	4,272,900	279,500	181,675	97,825
Energy Costs	4,873,000	5,214,100	341,100	221,715	119,385
Repairs Bldgs. & Grounds	5,120,000	5,478,400	358,400	232,960	125,440
Supplies & Services	12,516,945	13,393,130	876,185	569,520	306,665
Replacement Equipment	332,000	355,200	23,200	15,080	8,120
Debt Charges	2,668,800	2,668,800	0	0	0
New Equipment	3,564,300	3,813,800	249,500	162,175	87,325
Capital from Current	4,005,000	4,285,350	280,350	182,228	98,123
Permanent Improvements	1,042,000	1,107,100	65,100	42,315	22,785
Rentals	2,123,800	2,178,300	54,500	35,425	19,075
Fees & Contractuals	6,987,900	7,427,000	439,100	285,415	153,685
Tuition Fees	3,296,500	3,296,500	0	0	0
Working Capital	250,000	250,000	0	0	0
Charge Back of Taxes	1,916,100	1,916,100	0	0	0
Other Expense	2,759,300	2,809,900	50,600	32,890	17,710
Total Expenditures	$272,538,845	$275,936,180	$3,397,335	$2,208,268	$1,189,067

JUN 29 1990

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1990 07 10

To the Chair and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Accessing Additional Ministry Computer Grants

Background:

When the grant allocations were received from the Ministry of Education during the budget review process, it was apparent that the Hamilton Board of Education would be eligible for increased computer grants. At that time, Senior Management decided to review the computer budget after it was approved, and determine the advisability of bringing a further recommendation to the board. A further memorandum was received from the Ministry dated June 4th giving further data about G.E.M.S. eligibility and approved equipment tests. Based on this information, Senior Management recommends the proposal below which will meet program needs and be fiscally responsible in the short and long term. The proposal is based on the work of the Finance and Curriculum Departments with input from Information Management Services and the Plant Department. The detailed rationale is given below.

1. Why are we bringing this now instead of in January?

- 1990 budget was predicated on "least cost" so only standalones were recommended.
- This year's computer grant allocation is higher than ever before and was not released until March 31.
- Next year's grant allocation may be lower, and there is the possibility that this grant allocation may be eliminated for the 1991 year.

2. • Where will this equipment go?
• Into what programs does it fit?

With the increased hardware funds, we could equip...

- Each of the 1990 17 P/J sites with advanced, powerful, networked Stage 1A GEMS labs of 14 workstations, 2 printers, fileserver
  These would be placed in all of the current P/J approved sites that will have wiring and security in place.
- Each of the 15 "1991 P/J Sites" could receive 3 standalone PCs and 1 printer (shared with switchboxes)

- Networked Stage 1A GEMS labs for secondary
  These machines would go into Business Ed. labs, allowing the co-ordinator to achieve his minimum plan for 1990 – at the same time providing each site with more advanced equipment.

3. Are there other costs?

Implications on Other Budget Accounts:

- **Plant**: no additional monies required.
- **Software**: we could get by using only Board-wide licensed tool software at the "overflow" P/J sites.
- **Supplies**: no additional monies required.
- **In-Service**: we would have to extend ourselves in order to *train the 15 additional P/J staffs*, but the Computers in Education Department has worked out strategies to assist them with this *additional implementation/training*.

4. Financial Implications:

1990 Hardware Expenditure Budget

	Approved*	Proposed**	Inc/(Dec.)
Expenditures	$1,089,311	$1,496,107	$406,796
Grants	455,152	862,043	406,891
Net Cost	634,159	634,064	(95)

* expenditures and grants were based on the purchase of 1B equipment and subject to a maximum of 35% of our grant allocation.

** expenditures and grants are based on the purchase of 1A and 1B equipment and more fully utilize the grant allocation from the Ministry of Education.

Recommendation:

That additional hardware equipment in the amount of $407,000 be approved at no additional cost to the Hamilton Board of Education.

Prepared and Submitted by: Greg Rutledge, Controller
Gail Rappolt, Assistant Superintendent of Curriculum

Approved by: Keith A. Rielly, Director of Education

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1990 07 10

To the Chair and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Strings Instruction Program

The process of moving to a "user pay" string instruction program has been underway since the budget was approved. Strings teachers were told of the plan in early May and have been working both to organize groups to fund raise for scholarships for students and to support individual pupils with ideas for fund raising.

Glenn Mallory and Gail Rappolt met with about one hundred parents of students in the program at Dalewood School on May 24th to explain the reasons for moving to user pay and to encourage parent support. Although people were concerned – especially those with a number of children in the program – they spent the second half of the meeting trying to determine ways of fund raising and supporting the program.

Registrations to Date

- In the 1989-90 year, 681 students were registered.

- As of June 29, 1990:

  – 369 students had returned the intent to register form (see Appendix A) marked yes;
  – 197 students had returned the form marked maybe; and
  – over 100 forms have not yet been returned from last year. It is not clear how many of these will be returned.

Fees

Based on last year's enrolment, program delivery and inflation, the fee is estimated at $250 per pupil for 1990-91 (see Appendix B). At the present time, teachers, the music co-ordinator and the assistant superintendent of program, in consultation with the finance department, are identifying ways to reduce the costs of the program. Hopefully this will be complete by late August so that letters can be sent out and classes can begin early in the fall. In order to do this efficiently and to ensure that the program functions on a user pay basis, the following recommendations are made:

...2

RECOMMENDATIONS:

It is recommended that:

- **the fee for the 1990-91 school year be established on a user pay basis giving consideration to installments and reduced rates for siblings.**
- **the 1990-91 program be monitored carefully by Senior Management to determine the impact of the user pay fee structure.**

Prepared and Submitted by: Gail Rappolt, Assistant Superintendent of Curriculum
Greg Rutledge, Controller

Approved by: Keith Rielly, Director of Education

HAMILTON BOARD OF EDUCATION
STRINGS INSTRUCTION PROGRAMME

PARENTS:
This is an opportunity for children to learn to play the violin at school, during Grades 4 through 8, under competent professional instruction. *ALL* children attending our schools are eligible for this programme — no testing is done for acceptance.

Grade 3 children enrolled in schools in Hamilton are eligible to register for string class instruction (ie. violin) when they begin Grade 4 in September. Students presently enrolled in the programme are encouraged to continue through to the High School level, since Strings Classes are available in a credit course at Westdale Secondary School in Hamilton.

PROGRAMME STRUCTURE

In order to continue offering these lessons, there must be an average of eight pupils per hour. If an insufficient number of children in one school register, it will be necessary to shorten the length of the lesson or to have students walk to a nearby school to make up a class. Violin classes are taught in schools at a regular time each week. Scheduling sometimes makes it necessary to teach violin classes entirely in school time, at noon, or part school time/part free time.

ADDITIONAL INFORMATION

It should be realized that success in playing a stringed instrument depends, to a large degree, upon a regular amount of daily home practice, and upon faithful, punctual attendance with equipment at all lessons.

The following will be included in the non-refundable yearly fee:
- **Registration**
- **Tuition for weekly instruction at school**
- **Use of proper-sized, well-maintained instruments**
- **Repertoire group experience and/or**
- **Orchestral and Ensemble instruction**
- **Performance opportunities, including two major concerts per year**
- **Membership: Hamilton Board of Education Strings Association**

If a pupil discontinues lessons, the instrument must be returned with an explanatory note signed by the parent or guardian, and the remaining fees will be forfeited. Maintenance costs for the instrument are the responsibility of the pupil — under the guidance of the teacher.

For the school year 1990-1991, a Strings Association of volunteers (consisting of parents and friends of the Strings Programme) will be running a fund-raising campaign to help create scholarships or bursaries for the Strings Instruction Programme to ensure the continuation of this very worthwhile strings programme which is offered to *ALL* children attending our schools. Students will be able to apply for scholarship/bursary assistance from the Association.

PROPOSED FEES

In the past, this has been a subsidized User-Pay programme. Although it is now changing to a full User-Pay programme, the Board of Education will continue to lend a violin and provide lessons for a non-refundable yearly proposed fee of $200.00 - $250.00. Every effort will be made to keep the fee to $200.00 but it is subject to the number of registrants and to Board approval at July meetings.

Payment options of 1, 2, or 3 installments payable by post-dated cheques as well as reduced rates for siblings are being considered at this time. The fee schedule is yet to be finalized.

This registration is intended to identify your interest in the Strings Instruction Programme. A letter explaining fees and payment procedures will follow when you have indicated your interest.

Please complete the registration form, detach and return it to the Strings Teacher or to your School Office by June 22, 1990, so that it can be received by Miss Colenbrander at the Music Department, Hamilton Board of Education, P.O. Box 2558, Hamilton, Ont. L8N 3L1, by June 27. Prompt return of all forms will assist us in our organization.

ALL forms should be returned, whether YES, MAYBE, or NO, so that we will know that all parents are aware of the changes in the Strings Instruction Programme.

If your reply is YES or MAYBE, a teacher will contact you to answer any further questions you may have about the programme. Teachers will then organize the classes which begin in the fall — after all fees have been collected.

G. Rappolt
Assistant Superintendent of Curriculum

HAMILTON BOARD OF EDUCATION
STRINGS INSTRUCTION PROGRAMME
REGISTRATION FOR STRINGS CLASSES FOR 1990-1991

PLEASE PRINT CLEARLY

NAME OF STUDENT _____

NAME OR PARENT/GUARDIAN _____

HOME ADDRESS _____ POSTAL CODE _____

TELEPHONES: Home _____ Business _____

CURRENT SCHOOL _____

SCHOOL IN SEPTEMBER _____

CONTINUING ☐ *BEGINNING* ☐

YES ☐ I have read and agree to the proposed terms set forth in this letter. I intend to register my child for 1990-1991. Please contact me.

MAYBE ☐ I am interested, but would like more information. Please contact me.

NO ☐ I will not enroll my child in the string classes during 1990-1991.

Number of children in your family involved in the Strings Programme: 1____ 2____ 3____ 4____

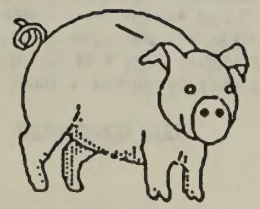
Payment Option desired: 1 installment: ☐
2 installments: ☐
3 installments: ☐

Parent/Guardian Signature: _____

Date: _____

Students!!!

If you earn or save $15.00 per week for the next 15 weeks, you will have enough money for your Strings Programme by September 21.



RETURN
TO
STRINGS TEACHER
OR
SCHOOL OFFICE
BY
JUNE 22, 1990

APPENDIX B

USER PAY STRINGS PROGRAM

	1989 Actual	*1990-91 Estimated*
Expenditures		
Salaries	138,027	146,000
Benefits	7,315	10,585
Violin Purchases	7,980	0
Violin Repairs	9,418	10,000
Supplies and Other	1,324	4,000
	164,064	170,585
Revenues		
Tuition Fees	57,850	170,585
Violin Rentals	4,040	0
	61,890	170,585
Expenditures in Excess of Revenue	(102,174)	0
Per Pupil Rate	164,064	170,585
	-4,040	0
	160,024	170,585
	681	681
	= 235	= 250

1990 07 10

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: Addition to James MacDonald School

Tenders were received from contractors for the above project and the results were as follows:

Demik Construction Ltd.	$657,000
Tychansky-Heine McCallum Construction Ltd.	664,750
Martin-Stewart Contracting Ltd.	680,080
T. R. Hinan Construction Ltd.	686,500
Falla Construction Ltd.	687,000
Bestco Construction Corp.	698,729
G. S. Wark Limited	720,000
The Frid Construction Company Ltd.	722,300
Divan Contracting Ltd.	791,259

The Superintendent of Plant advises that the estimated cost of this project was $1,000,000. It is recommended that the tender of Demik Construction Ltd. be accepted and that a contract be awarded in the amount of six hundred fifty-seven thousand dollars ($657,000) for this work, that application for final approval be submitted to the Ontario Municipal Board (O.M.B.), and that funds be provided as noted below:

Contract	$657,000
Permit, Fees, Contingency	172,000
Debenture, O.M.B., Other Costs	8,000
Furniture & Equipment	12,000
Estimated Cost of Project.	$849,000

Recommendation:

(a) That a contract be awarded to Demik Construction Ltd. in the amount of $657,000 and

(b) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of eight hundred and thirty-seven thousand dollars ($837,000) for the addition to James MacDonald School, 200 Chester Avenue in the City of Hamilton.

AND FURTHER REQUESTS that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment terms not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

(c) That other costs, including furniture and equipment be financed from Capital Reserves.

Prepared by: P. E. Shewfelt, Superintendent of Finance & Treasurer and R. T. Orlando, Superintendent of Plant

Submitted by: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary.

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

1990 07 10

Ladies and Gentlemen:

Re: Addition to Centennial School

Tenders were received from contractors for the above project and the results were as follows:

Martin-Stewart Contracting Limited	1,501,000
G. S. Wark Limited	1,511,000
The Frid Construction Company Limited	1,560,000
T. R. Hinan Construction Ltd.	1,587,558
Ira McDonald Construction Limited	1,612,700
Falla Construction Ltd.	1,623,000
M. J. Dixon Construction	1,790,113

The Superintendent of Plant advises that the estimated cost of this project was two million and eighty thousand dollars ($2,080,000). It is recommended that the tender of Martin-Stewart Contracting Limited be accepted and that a contract be awarded in the amount of one million, five hundred and one thousand dollars ($1,501,000) for this work and that funds be provided as noted below:

Contract	$1,501,000
Permit, Fees, Furniture Allowance, Contingency	350,000
Estimated Cost of Project	1,851,000

Recommendation:

(a) That a contract be awarded to Martin-Stewart Contracting Ltd., in the amount of $1,501,000 and

(b) That the project be funded from Capital Reserves in the amount of $1,851,00.

Prepared by: P. E. Shewfelt, Superintendent of Finance & Treasurer
and R. T. Orlando, Superintendent of Plant

Submitted by: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary.

East Hamilton Office,
350 Albright Road,
Hamilton, Ontario.
1990 07 10

To the Chair and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Laurier Children's Centre

Laurier Children's Centre will be a child care facility licensed by the Ministry of Community and Social Services. The Centre will be operated by the Umbrella Family & Child Centres of Hamilton Inc., a non-profit corporation established to operate high-quality child care programs in Board of Education facilities. Day-to-day decision making and administration will be carried out by an Advisory Committee – made up of parents, school and child care staff, and members of the school community.

Staff

The staff at Laurier Children's Centre will be qualified Early Childhood Educators (graduates of an approved, two-year Community College Course).

Enrolment

Laurier Children's Centre is licensed for 32 JK/SK children, and 15 children from Grades 1-5. The ratio is one teacher to ten 4 and 5 year olds, and one teacher to 15 school-aged children.

Hours of Operation

The centre will be open from 7:30 a.m. - 5:30 p.m., Monday to Friday. As full staffing naturally depends on full enrolment, the hours may be restricted somewhat until the centre is full. (i.e. If the centre opens with only 20 children, 2 teachers cannot cover all the hours from 7:30 - 5:30. Hours will be extended as enrolment increases and staff is hired.) The centre will operate year round, but will observe Statutory Holidays as designated by the Hamilton Board of Education.

Program

The Children's Centre program will provide play experiences which enhance development and encourage the child to explore and discover in a warm, friendly atmosphere. Children will be guided in their play to understand the value of co-operative and socially acceptable behaviour. The children will be exposed to situations that will stimulate:

1. *curiosity, initiative, and independence;*

2. *self-esteem and decision-making capabilities;*

3. *interaction with, and respect for others;*

4. *physical activity developing gross motor skills;*

5. *communication skills; and*

6. *fine motor development.*

Nutrition

The grade 1-5 group will take part in the Lunchroom Program sponsored by the Hamilton Board of Education. A nutritious mid-day meal, prepared on the premises, will be provided for SK and JK children in the Child Care Program. Healthy before and after school snacks will be provided to all children.

Fees

JK and SK children	$18.00 per day, $90.00 per week
Before school only	$3.00 per day, $15.00 per week
After school only	$7.00 per day, $35.00 per week
Before and after	$10.00 per day, $50.00 per week

N.B. When the centre is operating at full capacity, full-time attenders (i.e. 5 days per week) will be given priority over part-timers (i.e. less than 5 days per week).

Day Care Subsidy

We are hoping that subsidy will be available to parents requiring financial assistance for fees; however, Regional Social Services will not be able to negotiate a subsidy contract until the Centre is open and has an approved Day Nursery Licence.

RECOMMENDATION:

It is recommended that the opening of the Laurier Children's Centre be approved under the auspices of the Umbrella Family and Child Centres of Hamilton, Inc. for operation beginning in the 1990-91 school year.

Prepared and Submitted by: Jennifer Powell-Fralick, Child Care Program Leader
Rick Binns, Superintendent of Schools (Area 3)

Approved by: Keith Rielly, Director of Education

Education Centre,
100 Main Street West,
Hamilton, Ontario.
1990 07 10

To the Chair and Members,
Operations Management Committee,
Hamilton Board of Education.

Ladies and Gentlemen:

Re: Environmental Literacy: A Co-operative Regional Approach

The Hamilton Region Conservation Authority has recently completed a review of its current practices and facilities, and is developing a long-range plan. Part of this plan requests co-operative work with the three local school boards: Hamilton Board of Education; Hamilton-Wentworth Board of Education; and Hamilton-Wentworth Roman Catholic Separate School Board.

Joan Bell, Director of Program Services for the H.R.C.A., has requested that the Hamilton Board of Education commit to working with the H.R.C.A. and the other two boards to meet the following goal and challenges.

*Goal:

Environmental literacy for all, that is, "a basic, functional education for all people, which provides them with the elementary knowledge, skills and motives to cope with environmental needs and contribute to sustainable development."

*Challenges:

- ***To understand that stewardship for the environment starts at home, in our neighbourhood.***
- ***To join together to remediate the damage done to our limited natural resources.***
- ***To act now, knowing whatever we do will make a difference world-wide.***
- ***As adults, to lead children by example and instruction, providing them with the attitude and skills to sustain quality life.***
- ***To join together with a strong, collective voice and a common message thereby maximizing our impact and accelerating change.***

*The Rationale for an Integrated Approach:

- ***Increased profile for agencies and environmental cause, through***
  - ***Synergy and magnitude of commitment***
  - ***Anticipated snowball effect into personal lives and political decision-making***

* The quotes are from the H.R.C.A. report (see Appendix A – cover only).

- ***By speaking with a collective voice, we, regionally and provincially, can speak with a stronger voice for environmental change.***
- ***Efficient use of funds during times of increasing fiscal restraints.***
- ***Best value is in multiple-use field centres, accessed by all, on public land.***
- ***Coordinated classroom and outdoor activities throughout a student's school life will maximize exposure to the region's natural habitats and environmental sites with minimal duplication.***
- ***Integrated, coordinated environmental approach will result in higher profile and more successful fund-raising efforts.***

The H.R.C.A. has a two-part proposal for consideration by the boards. Part I is a Commitment Phase, and outlines the philosophy and current programs in place. Part II includes a rough outline of the financial implications short and long term. The proposal, *Environmental Literacy: A Co-operative Regional Approach*, has implications for program, field work, training and operations within the Hamilton Board of Education. It will require time and planning to work at the ideas outlined, and Senior Management will need to assess the impact and financial implications of all aspects of the report. We would, however, like to begin formal discussions at this time. For these reasons, the following recommendation is put forward.

Recommendation:

That the Director of the Hamilton Board of Education begin discussions with the H.R.C.A., the Hamilton-Wentworth Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board regarding a co-operative environmental plan.

Prepared and Submitted by: Gail Rappolt, Assistant Superintendent of Curriculum

Approved by: Keith A. Rielly, Director of Education

APPENDIX A

ENVIRONMENTAL LITERACY:

A COOPERATIVE, REGIONAL APPROACH

Prepared by Hamilton Region Conservation Authority
In Cooperation with Our Partners

May, 1990

Contact: Joan Bell, Director, Program Services (416) 648-4427

Education Centre,
100 Main Street West,
Hamilton, Ontario
1990 07 10

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario

Ladies and Gentlemen:

REPORT OF THE FOOD POLICY COMMITTEE

Mandate of the Committee:

The Committee on Food Policies was established by the April 1989 Board meeting. The motion read:

> that a committee be formed to include a secondary and an elementary principal,a member of the family studies staff, and a parent to draw up proposed polices for the consumption of food on school properties, taking into account the eating habits of ethnic minorities, and that a report be brought back with recommendations.

Context of the Report:

Sound nutrition practices are essential for healthy growth and development. Food choices must support the need for individual nutrients while providing maximum protection against chronic diseases. Non-nutritious "junk" food is defined as food containing few nutrients for its energy (calorie) level, or excessive amounts of sugar, fat and salt and having a negative impact on health. Canada's Guidelines for Healthy Eating (Appendix 1) provide a working definition for sound nutrition practices.

The development of a school food and nutrition policy is identified as an important strategy for implementing Canada's Guidelines for Healthy Eating. The Department of Public Health Services has supported this initiative by providing a public health nutritionist to serve as a resource to the Board for the development of this policy. The Department of Public Health Services has also applied for additional public health nutrition staff to work with the Board in implementing the policy and integrating nutrition into the curricula at all levels.

The Process:

The committee has reviewed pertinent literature and found that education has a key role to play in the development of sound nutrition practices (see Appendix 2). The Committee has identified that nutrition is being taught across the curriculum, and is particularly strong in the elementary panel (see Appendix 3). It has looked at well articulated food policies from nine Canadian school boards, and has used those of Vancouver and Nova Scotia's school jurisdictions as models, because of their strong emphasis on the development of educated opinion for the growth of good nutritional habits (see Appendix 4).

2

RECOMMENDATIONS

I - GENERAL RECOMMENDATIONS

Rationale:

The committee has examined all aspects of the Board's operations where food is served. The Committee has found that, in many areas, actual practices within the schools are consistent with what is taught in the curriculum. There are already sound nutrition policies in place. The guidelines for the elementary lunchroom programs, for snacks in JK, and for food served in child care facilities on the Board's properties are all excellentMany elementary schools have milk for sale to students during the lunch hour. In the elementary panel there has been a movement away from the sale of junk food for fund raising towards the sale of other equally profitable items. Home and School Associations do not use candy to raise money. Most middle schools that sell food during the lunch hour have a nutritional policy to guide the variety and choice of food made available to students. Menus for the secondary school cafeterias contain nutritious choices of foods. The committee in its recommendations would like to further encourage these welcome developments.

Recommendations:

1. That the total school community be involved in improving nutritional understanding in schools.

2. That the Board should encourage staff and students to make good nutritional choices by changing attitudes towards nutritious food and actively promoting foods with good nutritional value.

3. That the Board provides nutritional information to all those involved with food in the schools.

II - THE SALE OF FOOD IN SCHOOLS OTHER THAN THROUGH CAFETERIAS

Rationale:

Food is sold in schools at recess and lunch time in many of our schools. In composite schools this is often through the school stores which provide valuable marketing experiences to students taking business courses. Ten years ago the selling of chocolate bars and other candy was standard practice. A change towards the selling of more nutritious food is already taking place.

Recommendations:

4. That milk be available for sale in all elementary schools wherever possible.

5. That the Board encourage the sale of milk in elementary schools by continuing to tender for milk.

6. That schools be encouraged to sell nutritious items at low or no profit and increase prices on junk food.

7. That school stores be encouraged to explore/offer alternatives to the sale of junk food.

8. That schools continue to explore/offer alternatives to junk food for fund raising.

4

III - ELEMENTARY LUNCHROOMS AND SECONDARY SCHOOL CAFETERIAS

Rationale:

In the elementary schools, lunchrooms are supervised by lunchroom supervisors who receive in-service through the Lunchroom Program Leader, and are encouraged to foster nutritional awareness in their students. Food is provided in composite secondary school cafeterias by Beaver and Versa Foods, who provide full menus in 4 schools and partial menus elsewhere. With two companies, the pricing of items becomes more complex, and questions of menus and service more difficult than if the Board was only dealing with one contractor. Both companies provide good service, and are receptive to making changes. The degree of service at the local school is dependent on information from the principal to the Officer in charge of the food contracts. Foods served should reflect local, racial, and ethnic preferences, and meet good nutritious standards.

Recommendations:

9. That principals of composite secondary schools ensure that in-put is invited from staff and students, including the student council, about cafeteria services on a regular basis, and they report any concerns to the Officer responsible for the food contracts.

10. That when the contracts for food services are renewed the following be included in any new agreement between the Board and food caterers:

- an on-site visit by a registered dietitian, employed by the food contractors, occur at least once a semester to each site serviced, to monitor the effectiveness and quality of the food service, and to assist with student education around nutrition.
- That all cafeteria employees of the food service caterer must attend, at no cost to the Board, a food handlers' educational program provided by the Regional Municipality of Hamilton-Wentworth Department of Public Health Services.
- That menu items high in complex carbohydrates (cereals, breads, other grain products, vegetables and fruits) and low in fat, be emphasized. To be specific home-style cookies and squares might be offered as alternatives to commercial pies and pastries.
- that the use of salt be limited in food preparation.

11. That the component concerning education on nutritional matters in the elementary lunch room supervisors' in-service training be continued and extended.

12. That the pilot program of in-service training for secondary cafeteria supervisors, which included education on nutritional matters, be continued and extended to include the management of teenagers, and that this in-service be provided at system and school level.

IV - SCHOOL NOURISHMENT PROGRAMS

Rationale:

The principals involved in the administration of the present Morning Nourishment Programs in inner-city schools believe that this is meeting the needs of students who are being served in this way. In addition, lunch room supervisors and other school personnel keep emergency supplies for children who have no or inadequate lunches. In the future, additional funding and sources of emergency food outside the education system might be sought from the community, and greater community involvement in the caring for hungry children could be encouraged.

Recommendation:

13. That the Board continue its current policy of funding nourishment programs at compensatory schools.

V - FOOD SERVICES IN VOCATIONAL SCHOOLS

Rationale:

Hot lunches are available to students in the vocational schools cooked by the students, teacher and cook of the Quantity Cooking program. Menus and practices vary. This program has become a part of the service component of technological studies. It will be important that the Family Studies Co-ordinator continue to have a consultative role to this program in the area of nutrition.

6

Recommendation:

14. A program review of the vocational food services courses be undertaken as soon as possible (hopefully in the 1990-1991 school year) and that it include:

- goals and nature of the program
- total cost of staff and supplies
- pricing
- outcomes of the program.

VI - FUTURE DIRECTIONS IN FOOD SERVICES

Rationale:

Program changes are expected in vocational schools, and other changes in secondary and vocational schools.

Recommendation:

15. That a review be considered in 1993 to examine food and nutritional practices of the Board to see if they are consistent with the Board's food policy.

Respectfully submitted,

COMMITTEE RE: POLICIES FOR FOOD CONSUMPTION ON SCHOOL PROPERTIES

Chairman:
J. Bishop

Trustees:
M. C. Clarke, J. Deans, G. Korz and R. Stewart

Members:
A. Stockwell, Associate Director of Education
G. Rappolt, Assistant Superintendent, Curriculum
D. Kelterborn, Manager, Property and Insurance
G. Birch, Robert Land School
R. Halmos, Sherwood Secondary School
T. Lowrey, Caledon Vocational School
D. Pyke, Hess Street School
B. McPherson, Hamilton Principals' Assoc.
L. Woolfrey-Cooper, Family Studies Co-ordinator
M. Avery, Lunchroom Program Leader
A. Kennedy, Nutrition Services, Public Health Dept.
L. Morris, Home and School Council

APPENDIX I: EXERPTS FROM THE NUTRITION RECOMMENDATIONS, HEALTH AND WELFARE CANADA, 1989

Nutrition Recommendations for Canadians

- The Canadian diet should provide energy consistent with the maintenance of body weight within the recommended range.
- The Canadian diet should include essential nutrients in amounts recommended.
- The Canadian diet should include no more than 30% of energy as fat (33 g/1000 kcal or 39 g/5000 kJ) and no more than 10% saturated fat (11 g/1000 kcal or 13 g/5000kJ).
- The Canadian diet should provide 55% energy as carbohydrate (138 g/1000 kcal or 165 g/5000 kJ) from a variety of sources.
- The sodium content of the Canadian diet should be reduced.
- The Canadian diet should include no more than 5% of total energy as alcohol, or two drinks daily, whichever is less.
- The Canadian diet should contain no more caffeine than the equivalent of four regular cups of coffee per day.
- Community water supplies containing less than 1 mg/litre should be fluoridated to that level.

Canada's Guidelines for Healthy Eating

- Enjoy a VARIETY of foods.
- Emphasize cereals, breads, other grain products, vegetables and fruits.
- Choose low-fat dairy products, lean meats and foods prepared with little or no fat.
- Achieve and maintain a healthy body weight by enjoying regular physical activity and healthy eating.
- Limit salt, alcohol and caffeine.

Recommendations for Action to Provincial, Territorial and Municipal Governments

C11. Fully integrate nutrition into curricula at all levels in the formal education system, including teacher education programs.

C12. Ensure that foods served in Canadian schools are consistent with Canada's Guidelines for Healthy Eating.

C13. Initiate coordinated, comprehensive food and nutrition policies in schools.

Appendix 2

Board of Health, City of Toronto. Healthy Toronto 2000 Sept, 1988

Canada, Health and Welfare. Nutrition Recommendations, A Call for Action 1989.

Canadian Education Association. Food for Thought: School Board Nutrition Policies and Programs for Hungry Children Toronto: May, 1989.

Dwyer, Johanna.'Promoting Good Nutrition for Today and the Year 2000'Pediatric Clinics of North America Vol.33, No.4, August 1986.

King, Alan J.C.,Alan S.Robertson, Wendy K.Warren. Canada Health Attitudes and Behaviours Survey ;9, 12 and 15 Year Olds, Ontario Report. Queens University at Kingston: 1984-85.

Meyers, Alan F.,Amy Sampson, Michael Weitzman, Beatrice L.Rogers, Herb Kayne. 'School Breakfast Program and School Performance' AJDC Vol. 143, October 1989.

Massachusetts Medical Society Committee on Nutrition 'Sounding Board;Fast Food Fare. The New England Journal of Medicine Sept. 1989.

Ontario Ministry of Health, Working Paper on School Food Services March, 1976.

Appendix 3

COMMITTEE STUDYING FOOD POLICY

September 13, 1989

Summary of Units Taught Concerning Nutrition

Compulsory courses on nutrition are taught to all students from K-8 within a framework of teaching decision-making skills and emphasizing self-esteem. At the secondary level, students may be exposed to nutrition through the Physical Education and Health courses taken by 50-60% of all students enrolled, or through food related Family Studies courses taken by 25-30% of students. Courses available through science courses focus more on physiological and bio-chemical aspects of food.

GRADE LEVEL	COMPULSORY UNITS	OPTIONAL UNITS
S.K.	Snacks (Environmental Studies)	
Grade 1	Apples (Environmental Studies)	
Grade 2	Party Planning (Environmental Studies)	
Grade 3	The Foods We Eat (Environmental Studies) (Nutrition Kit also available)	
Grade 4	Fat, Fibre, Filler (Health)	
Grade 5	Intake-Output (Health)	
Grade 6	Food and Fitness (Health) Food and Culture (Family Studies)	
Grade 8	Food (Family Studies Core Unit) — relationship between food intake & well being — developing criteria for determining their eating habits Nutrition Groups and the Digestive System (Health)	

GRADE LEVEL	COMPULSORY UNITS	OPTIONAL UNITS
Grade 9	Food Science Unit (Advanced & General Science)	Sound Food Choices (Family Studies Core Unit)
Grade 10		Nutrition and Weight Control (Health) Science and Food (Basic Science) Food and Nutrition (Family Studies) Consumer and Nutrition (General Science)
Grades 11 and 12		Nutrition and Athletic Performance (Health) Lifestyles (Health) Basic Needs (Health) Biochemistry of Nutrition Science (Advanced and General Biology) Nutrition Module in Personal Life Management (Advanced and General Family Studies) Lifestyle Co-op Course (Family Studies) Nutrition for the Health of Fetus, Baby and Family (Family Studies Parenting Course) Food and Nutrition Unit (Grade 12 Family Studies)
Grade 13 / OAC		Biochemistry of Nutrition (OAC Biology) Humans in the Environment (OAC Science in Society)

SUMMARY OF SCHOOL FOOD AND NUTRITION POLICIES

	OTTAWA	CALGARY	MONTREAL	VANCOUVER	WATERLOO	DURHAM	NORTH YORK	NEWFOUNDLAND	DARTMOUTH
PHILOSOPHY STATEMENT:									
1. responsible for student's health and nutritional needs	X		X	X	X			X	X
2. improved academic performance				X				X	X
3. practice what is taught in classroom			X	X				X	X
4. develop healthy lifestyle habits				X				X	X
5. alleviate hunger		X	X		X	X	X		
POLICY ADDRESSES:									
1. restricted food items (eg. pops, chips, candy)				X			X	X	X
2. accessibility of nutritious foods (eg. express lines, equal shelf space)									X
3. subsidized food costs		X	X						
4. fundraising (eg. oranges not chocolate bars)									
5. food service contract specifies nutrition component	X		X				X		
POLICY IMPLEMENTATION									
1. Board of Education Staff		X							
2. Students		X		X					
3. Parents		X							
4. Paid Coordinator		X	X			X			
5. Volunteer		X							
6. Advisory Committee		X		X			X		

REPORT OF THE
SPECIAL EDUCATION ADVISORY COMMITTEE

Present: Trustee J. Bishop (Chairman); Trustee Desmarais; Mesdames Dennis, Knol, Masters Schram and Trott, Mr. Adamson and Dr. Toby.

Not Present: Trustees Kennedy and Clarke, Mesdames Dalziel, Mazza, and Oommen; Drs. Newberry and Marshall.

Officials Present: R. Adams, (Co-ordinator Special Education), E. Hipkiss, (Acting Co-ordinator, Special Education)

The Committee recommends:

GENERAL

1. That the July 1989 - June 1990 Annual Report, as amended, be accepted for presentation to the July Board meeting.

2. That when this Committee adjourns, it stand adjourned until the September meeting unless called for a Special Meeting by the Chairman of the Board.

Respectfully submitted,

J. Bishop,
Chairman

Meeting Rooms,
1990 06 20

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 07 10

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendation for your approval:

(a) That the following trip request be approved:

(i) That up to 80 senior history students from Hamilton Board of Education Secondary Schools participate in a field study to Washington, D.C., 1990 11 21-24 (Wednesday to Saturday) and that one teacher chaperone be allocated for every 10 students in attendance.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

cv

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
P.O. Box 2558, Hamilton, Ontario L8N 3L1

Telephone: (416) 521-2506
Fax Number: (416) 521-2536

Office of Nancy Nicholls
Superintendent of Schools, Area Two

Education Centre
100 Main Street West
Hamilton, Ontario
L8N 3L1
July 10, 1990

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Attached for your information is the report outlining the requested information regarding the Food Services program at Delta Secondary School.

Prepared by: N. Nicholls, Superintendent, Area Two

Submitted by: N. Nicholls, Superintendent, Area Two

Approved by: K. Rielly, Director of Education and Secretary

Board Motions

The Board motion of October 31, 1989 states

1. "That the programme plan for Delta be approved". (Appendix A)

2. "The technical program will reflect the new Ministry focus and will be consistent with our Board's new Technological Studies Plan"
(October 31, 1989) (Appendix B)

3. "The services area for Delta will include the following programs:

   - commercial food preparation
   - child care/home nursing
   - cosmetology.

   (October 31, 1989) (Appendix C)

   Areas involved in renovations were identified in the October 31, 1989 report. (Appendix D).

Food Services Program

Philosophy

To prepare students for the workplace and/or further training is the underlying purpose of this program.

Hamilton and other larger centres provide the opportunity for employment in the food service industry where quantity cooking and its special skills are required:

- Hospitals
- Convention Centres
- Senior Citizens Homes
- Hotels and large restaurants
- Catering services
- Resorts and camps
- Niagara Escarpment Fruit Belt Associated Industries - wine, jam, catsup, etc.

This industry alone provides career opportunities for many of our students. It is one of the industries that is and will continue to be an area of growth for the next decade and beyond. The students who will enter this career are those who wish to specialize as managers, chefs, owners of small businesses, employees in related industries as well as those who will be employed in all phases of food preparation. Students will be able to enter community colleges for further specialized training yet this industry allows students who require work of a repetitive nature to be gainfully employed. At E.C. Drury School in Milton, all food services students have employment upon leaving school.

This technological area provides an ideal opportunity for future S.W.A.P. programs.

Value of a Food Services Program in Ontario Schools

There is no vocational school that does not offer a food services program.

Specific

- Hespler ranks Food Services as one of its top five (5) basic level programmes in terms of employability.
- Grand River Collegiate (Galt) ranks Food Services and Automotive Small repairs as its top two employment opportunities.
- Gordon Graydon (Peel) includes Commercial Food Preparation as one of its top four technological courses.
- Vanier (Oshawa) reports that its Food Services program is strong in meeting the employment needs of students.
- E. C. Drury (Milton)
- Castle Frank (Toronto)
- Westwood (North Peel)

  all support the value of this program as a training ground for potential careers.

General

- A Food Services program provides students with an opportunity for positive feedback and recognition from their peers.
- The quality of their work is appreciated.
- Their contribution to school life is obvious.
- Their sense of self-esteem is heightened.
- "Their shop" becomes a focal point for the school.
- All schools visited emphasized the important role that Food Services played in generating positive school morale.

Delta Food Services Program

A. The Commercial Food Services is a course of study based on the Ministry's Curriculum Guide "Food Preparation - Commercial - Intermediate Division, Senior Division".

The Food Services teacher will design the units of study in accordance with the guideline. The meals prepared and served will provide the necessary practical experience to develop the learning required. (Appendix E).

B. It is the expectation that the following Ministry criteria will be met.

- This program will help meet the expectations of the Ministry's five-year plan for up-grading and re-designing, to bring Services into the new broad-based technological studies plan.
- The program will develop pride and confidence in students and the school.
- Students learn to work safely and efficiently in a co-operative work environment.
- The training will be intensely practical and reflect current trends and practices in the food industry.
- Students will work in actual food production for the student population.

C. a) Meals will be provided on the basis of 350-400 a day.

b) Once the program is established, catering for community, school and board sponsored functions on a selected basis will provide further practical experience necessary for the students. There will be no more than one of these events per month.

c) Once the program is established, joint planning between Family Studies and Food Services will occur to implement the Food Policy currently under review by the Board.

d) The program will operate on a break-even basis. (The programs at Gordon Graydon and E.C. Drury have successfully operated their shops on a break-even basis for five years).

Course Content

Students under the direction of the teachers will be involved in all or part of the following activities.

- ordering food
- budget management
- inventory control
- food preparation - safety, health
- food sales
- clean-up
- equipment clean-up and daily maintenance
- working individually and in work groups
- serving food
- planning menus
- planning advertising strategies
- marketing

Many of these activities will be integrated with other school programs - Business, Family Studies, Communications - to maximize the learning opportunities for all students and to be consistent with Ministry direction of broad-based technological programs.

Cost

The food will be priced so that the cost is recovered through sales. E. C. Drury and Gordon Graydon Schools, which are similar to Delta, have successfully provided this program, operating on a "break-even" basis for the past five years. Delta will operate food services in a similar manner.

Enrolment

The average enrolment for any vocational, technological program is 16:1. Delta's average program is 18:1 - to be consistent with the secondary composite contract.

Sample Workload for one teacher for 1990-91 is indicated below:

	Semester 1	Semester 2
Cosmetology	50	50
Auto Body Repair	48	48
Food Services	--	52
Welding	48	48

Each vocational speciality teacher as indicated above is responsible for teaching the following number of students.

Number of classes	Class Size		Students	
3	16	=	48	1st semester
3	16	=	48	2nd semester
			96	per year

Delta for the 1990-91 school year, altered the opportunity for choice in food services by delaying the offering until Semester II. It was apparent that the impending strikes in the trades would limit conclusion of renovations by September 4, 1990.

The Delta project has also been delayed due to its placement in Budget Review. Since approval was not finalized until late April we could not guarantee completion of the Food Services area for Semester I.

Because most other technological options for students are now filled - cosmetology, communications, photography - the full foods program must begin in the second semester.

Once renovations are complete, there will be a full food services program in both semesters for Delta students.

Enrolment Figures

September 30, 1989 781
September 30, 1990 972

Current projections for September are now over 1,000.

Students enrolled in Basic Level Programs 170
- transfer from Briarwood 54
- incoming grade 9 students who traditionally would have attended Briarwood or another basic level program. 116

A "successful" technological program is seen as 1 technological credit for every two students enrolled. Delta has 714 credits for 972 students.

Staffing of Delta for 1990-91

The following excerpts from the Memorandum of Agreement between the Board of Education for the City of Hamilton and the O.S.S.T.F., District 8, May 1990 state:

25.7.0.0.0. During the 1990-91 school year, the Parties shall facilitate the development of staffing components to meet the needs of Delta Secondary School.

25.7.0.0.1. During the 1990-91 school year, Delta will be staffed on a flexible one year tri-level pilot model.

25.7.0.0.2. Advanced and General level classes will be staffed in a way similar to the other Composite Secondary Schools. Appropriate resources will be allocated to address the needs of Basic Level and "W" Courses. (Integrated)

The "W" courses will be staffed at 20:1.

The current staffing of "W" courses at Delta has a ratio of 19.92:1.

The basic level academic courses are staffed at 17:1.

Food Services will be staffed with one teacher and one lay assistant. This is a minimum requirement for this program. Many schools employ two or more lay assistants for their food services program (Peel 3-4).

Report from "Consultant" regarding Kitchen Design

Beaver Foods offered the services of their consultant to assist us in designing the area for maximum efficiency. This was done at no cost to the Board. The "report" from the consultant, based on a similar installation in London, is found in Appendix H.

Equipment

The equipment necessary for the new Food Services area is found in attachment, Appendix F.

Some of the equipment will be moved from Briarwood, as indicated, the remainder will be purchased. In addition to the list provided the following items will be included:

1. Tray drop-off racks	$2,000
2. Smallware for baking	$5,000
3. Fire Protection system	$10,000
4. Work Tables (Briarwood)	no cost
5. Mobile carts for kitchen area	$1,000
6. Smallware (pots, pans, dishes, etc.)	$5,000
Total approximate cost	$23,000
Equipment (Appendix F)	$169,372
Total	$192,372

b) The projected cost of equipment for the Delta program is $663,825.00. Details are found in Appendix G.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
P.O. Box 2558, Hamilton, Ontario L8N 3L1

Telephone: (416) 521-2506
Fax Number: (416) 521-2536

Office of Nancy Nicholls
Superintendent of Schools, Area Two

Education Centre
100 Main Street West
Hamilton, Ontario L8N 3L1
October 31, 1989

To the Chairman and Members
Operations Management Committee
Hamilton Board of Education

Ladies and Gentlemen

Attached for your information is a report on the Delta 1990 project and the expansion of Parkview as a co-educational vocational school.

RECOMMENDATIONS:

1) That the programme plan for Delta be approved.

2) That the programme plan for Parkview be approved.

Prepared by: N. Nicholls, Area II Superintendent

Submitted by: N. Nicholls, Area II Superintendent

Approved by: K. Rielly, Director of Education

ORGANIZATIONAL PLAN

PROGRAMME

- Full basic programme in Math, English will be offered to all grades - see Appendix A.
- Other departments will choose whether to offer basic and general level programmes in an integrated or congregated class structure in consultation with the principal and co-ordinator of that subject - see Appendix A.
- Delta shall comply with core requirements for advanced level courses in accordance with Board policy for composite school programming.
- Curriculum required for programme will be developed or acquired in co-operation with the Curriculum Department and in consultation with the Delta staff.
- The technical programme will reflect the new Ministry focus and will be consistent with our Board's new Technological Studies Plan. Courses will be offered, where possible, in an integrated learning mode - see Appendix B, C, D.
- Programme areas affected are exhibited in Appendix F.

TECHNICAL PROGRAM

Location			
R 104 Cafeteria R 109-110	1.	Services	- personal services - cosmetology - commercial food preparation - child care, home nursing
R 105	2.	Communications	- electronics - graphics - photography - media - desk-top publishing - electricity - stage sets - set design
R 130 R 131	3.	Transportation	- auto mechanics - auto service - materials, auto repair - auto electric - small engines, marine engines - hydraulics, pneumatics - welding-gas ARC, MIG, TIG
R 102 R 228 R 229	4.	Construction	- cabinet making/carpentry - home maintenance/repair - electricity - painting/decorating - heating/air conditioning - trowel trades - building maintenance
R 101	5.	Manufacturing	- machining - welding - hydraulic-pneumatics-robotics - CAD/Blueprint reading - CAM - design studies - fabrication -plastics -foundry -spot welding
Use Specialized Shops as needed	6.	Special Programs	Design Technology (level III) Wood, Machine, plastics, welding, integrated shop.

DELTA

Renovations - Approved

ROOM	PROGRAMME
Room 102	Home Improvement
Room104	Personal Services
Room 101	Manufacturing
Room 105	Communications
Cafeteria	Food Services*
Room 130/131	Transportation
Room 228/229	Construction
Room 230/231	Graphics/Drafting
Room 237	Music/Keyboarding
Room 236	Girls Health
Room 235	Weight Room
Room 234	P.E. Office
Room 233	Locker Room
Student Services	Guidance, Etc.

Food Preparation - Commercial
From the Guideline: Food Preparation - Commercial Grades 9 & 10, 1986

In dealing with the content of unit 2 (Safety), teachers should introduce special safety rules related to specific equipment, materials, and environmental situations when the appropriate circumstances arise. General safety in a commercial or institutional kitchen, and the responsibility of every student in this regard, should be discussed at the beginning of the course and closely followed throughout the course.

Courses offered at the basic level of difficulty can focus initially on improving skills related to the use of tools and equipment for cutting and preparing vegetables, meats and fish. Opportunities for students to practise basic cooking methods such as sauteing, roasting, and boiling should be an ongoing part of these courses. The development of efficient and sanitary work habits must be stressed in all activities.

Practice in numerical recipe conversions and estimations of costs is useful reinforcement of the computational skills that students will require. Practical skills in the measurement of temperature and the reading of thermometer scales can be related to the students' science studies. Techniques for measuring volume and mass (using specialized methods for dry and wet materials) may be included in such studies as well.

Special events such as Christmas or Easter, or major school functions such as banquets or other catered events, can serve themes to structure student learning activities. Themes based on ethnic specialities also appeal to students.

Many opportunities exist within our community for Co-op credits to be earned that broaden school-based programs.

In Senior Division courses that use themes based on major units of the cook or retail meat cutter trade, it is also desirable to relate the course work to school events. These can provide increased opportunities for attaining course objectives related both to the subject aims and to the training profile.

Students taking Senior Division courses at the basic level of difficulty should be encouraged to work independently on assigned tasks and to assume leadership roles in assisting other students.

Work experience can benefit students in any stage of their Senior Division course work.

Equipment List

Item No.		Details	Cost
1 & 2	1	Only Combination Walk-In Cooler/ Freezer, white on white, water cooled, 208/3, top mounted, complete with floors and kick plates, DELIVERED AND SET INTO PLACE, WITH ELECTRIC AND PLUMBING BY OTHERS, 16' x 12' x 7'11" high	$ 20,000.00
2A	1	Only Set of Shelving for Item #1 and #2	2,800.00
3	1	Only Existing Two (2) Compartment Sink, 88" x 30" with 36" drain-board on right side (Briarwood)	EXISTING
4	1	Only Three (3) Compartment Sink, 138" x 26" with two (2) drainboards	$ 2,445.00
5A	1	Only Existing Model 35-40 SP Fryer, with SS left side, gas (Briarwood)	EXISTING
5B	1	Only Garland Model 35-40SP Fryer, gas	2,608.00
5C	1	Only Garland Spreader with enclosed panel, with "T" manifold	442.00
5D	1	Only Section of Backguards to completely cover line, 51" - 34" - 68"	350.00
6	1	Only Garland Model 80B-40SD Heavy Duty Char Broiler, 34" gas	$ 2,433.00
7	1	Only Existing Range, complete with two (2) burners, 22" griddle and oven base, gas (Briarwood)	EXISTING
8	1	Only Existing Four (4) Burner Range, with oven base, gas (Briarwood)	EXISTING
9	1	Only Garland Model CC2GG Cyclone Steam Cooker, double gas	12,513.00
10	1	Only Existing Convection Oven, gas (Briarwood)	EXISTING
11	1	Only OPTIONAL Silver King Model SKUCF Freezer, 27" undercounter	1,600.00

Equipment List

Item No.		Details	Cost
12	1	Only Garland Model F12E & FS-1 Tilting Fry Pan, electric	$ 7,840.00
13	1	Only Garland Model KT20-E Tilting Kettle, twenty (20) gallon, electric, with #316 SS liner, pantry faucet	7,893.00
13A	1	Only Floor Drain, 30" x 30"	1,000.00
14	1	Only Existing Two (2) Door Curtis Dual Temperature (Briarwood)	EXISTING
15	1	Only Omega Model BF300-12" Slicer	2,040.00
16	1	Only Existing Twenty (20) or Thirty (30) Qt. Mixer (Briarwood)	EXISTING
16A	1	Only OPTIONAL Mixer, 60 Qt. with SS bowl and hook	$ 10,755.00
	OPTION of Reconditioned Unit		6,500.00
17	1	Only Model PVS60-16 Two (2) Compartment SS Sink, with 30" drainboard and heavy duty faucets	2,100.00
18	1	Only Curtis Model RR-2-TM Two (2) Door Reach-In Cooler, white on white	2,700.00
19	1	Only Garland Bakers Oven, gas, triple deck, 7" hearthite deck	9,000.00
20	1	Only Existing Mixer, option, (Briarwood)	EXISTING
21	1	Only Existing Bakers Table, 60" with open base with two (2) SS ingredient bins (Briarwood)	EXISTING
22	1	Only Metro Model C75-P4N Proofer for 18" x 26" pans, with 3" spacing	2,137.00
23	1	Only Hot Food Table, 72" five (5) wells, electric	4,826.00
24	1	Only Double Sneezeguard/ Overshelf, with heat lamps and glass front	1,550.00
25	1	Only Sandwich Display Case, 72", self contained with flip self service doors, require floor drain	7,600.00
26	1	Only Utility Cabinet, 96" x 32"	2,100.00

Equipment List

No.		Details	Cost
26A	1	Only Merco Model 1220-4P Pizza Merchandiser	$ 2,100.00
27	1	Only Refrigerated Display Case, 72", self contained, with flip self service doors, require floor drain	7,600.00
28	1	Only Trays, Rails and Enclosure Panels, 26' for Servery	4,380.00
29	1	Only Model ST58N Milk Cooler Dispenser, 58", double service	3,319.00
30	1	Only Kelvinator Model TM6 Ice Cream Cabinet, double service, 72"	7,195.00
31	2	Only Tray and Cutlery Stands	800.00 Ea. 1,600.00
32	1	Only Counter Display Cabinet, 66", with flip doors	$ 4,995.00
37	1	Only Model CTF-15-2B Automatic Coffee Machine, low profile	730.00
		COUNTER	BY OTHERS
40	1	Only Existing Dishwasher and Steam Canopy and Booster (Briarwood)	EXISTING
40A	1	Only Section of SS Soiled Dishtabling, 108" x 30" complete with pre-rinse strainer basket and hose	2,570.00
40B	1	Only Section of SS Clean Dishtabling, 72"	1,015.00
42	1	Only Refuse Cooler, 9'7" x 9'7" x 7'11" high, DELIVERED AND SET INTO PLACE, WITH ELECTRIC AND PLUMBING BY OTHERS	$ 9,000.00
43	1	Only Exhaust Canopy, 14' x 8' Island Type, with make up air	14,934.00

Equipment List

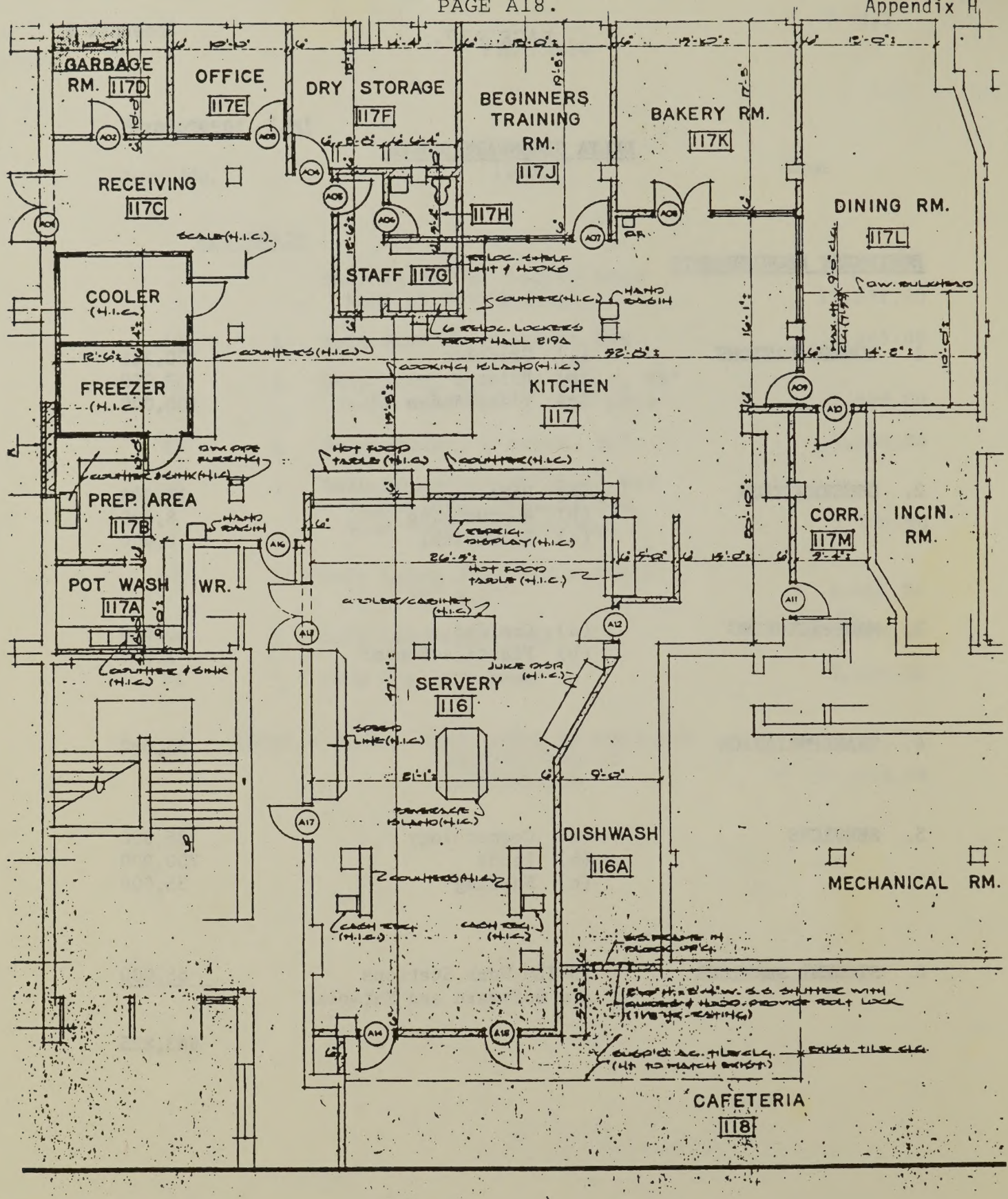
Item No.		Details	Cost
		ALTERNATE	
		SAME AS ABOVE, EXCEPT LESS MAKE UP AIR PACKAGE	11,574.00
43A	1	Only Roof Top Exhaust Fan	3,263.00
44	1	Only Pizza Make Up Table, 72" self contained, LESS pans	3,999.00
45	1	Only Utility Station, 36"	1,100.00
46	1	Only Bakers Pride Model P44 Pizza Oven, counter top, with four (4) shelves	2,100.00
47	1	Only Extra Shelving Package, 12 - 18" x 60"	$ 3,500.00
48	1	Only Doughnut Fryer	5,200.00
49	1	Only Exhaust Hood	4,800.00
		TOTAL - NOTE: THIS TOTAL IS LESS THE OPTIONS AND IS APPROXIMATE	$ 169,372.00

1990 05 31

DELTA SECONDARY SCHOOL

EQUIPMENT REQUIREMENTS

1.	**COMMUNICATIONS**	(a) Graphics	70,325
		(b) Printer	7,000
		(c) Video/Audio	100,000
2.	**CONSTRUCTION**	(a) Home Repair	14,000
		(b) Woodworking	8,000
		(c) Electrical	8,000
3.	**MANUFACTURING**	(a) Cam/Cad	15,000
		(b) Plastics Router	1,500
4.	**TRANSPORTATION**		55,000
5.	**SERVICES**	(a) Cosmetology	85,000
		(b) Foods	200,000
		(c) Nursing	35,000
6.	**STUDENT SERVICES**	10 IBM Work Stations c/w Software and Network	65,000
			663,825



Plan for Kitchen Area

Delta

Designed by Beaver Foods

CA4 ON HBL W26
A35
URBAN/MUNICIPAL
1990

A G E N D A (Board of Ed.)

OPERATIONS MANAGEMENT COMMITTEE

1990 09 11

Confirmation of the minutes of the 1990 07 10 meeting and minutes of special meetings 1990 07 05 and 1990 07 18.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Presentation re Lot Levies (Bill 20) - Pages 1 to 9
2. Asbestos Update
3. Update on Status of Capital Projects

NEW BUSINESS:

1. Recommendation of the Director of Education - Page 10
2. Report on Short Term Investments - Pages 11 to 19
3. Cash Flow - Pages 20 to 23
4. Tenders - Block 72 School - Pages 24 and 25
5. Emergency Procedures in Schools (requested by Trustee Korz)

ELEMENTARY/SECONDARY

1. Recommendations of the Director of Education - Page 26

Education Centre,
100 Main Street West,
Hamilton, Ontario,
1990 09 05.

TO THE CHAIRMAN AND MEMBERS,
OPERATIONS MANAGEMENT COMMITTEE,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: EDUCATION DEVELOPMENT CHARGES (LOT LEVIES)

DISCUSSION PAPER

In June, 1989, a report was presented to the Operations Management Committee regarding the Ontario Ministry of Treasury and Economics' Green Paper proposing lot levies for school board purposes.

It was resolved:

> That the Board of Education for the City of Hamilton oppose Part 3 of Bill 20, the Development Charges Act, and that the Board inform the Ministry of Education of its opposition to this legislation and urge them to reconsider the method of raising funds for school capital construction,
>
> and
>
> That this Board seek the support of the Local Members of the Provincial Parliament.

LEGISLATION

In November, 1989, the Development Charges Act (Bill 20) came into effect. This legislation enables school boards to finance up to 100% of the approved local share of capital projects by charging developers a levy on new residential and commercial development. If a school board expects that new residential development will increase its student enrolment to the extent that new schools will be required, it can levy an education development charge related to these capital costs.

Boards will continue to have the option of funding all or part of the local share of growth-related school projects through the mill rate and the use of debentures.

TRI-BOARD CONSORTIUM

Following the passage of the legislation, a report was presented to the Operations Management Committee in March of this year.

It was resolved:

> That the officials be authorized to develop recommendations for the implementation of the Development Charges Act in co-operation with the Officials of the Wentworth County Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board.

Following three months of deliberations including exploratory meetings with two consulting firms, the members agreed:

- to proceed with presentations to each respective board regarding the implementation of education development charges

- presentations would be held as follows:

Hamilton	September 11, 1990
Wentworth County	September 17, 1990
Hamilton-Wentworth Roman Catholic Separate School Board	September 25, 1990

- that the firm of Coopers & Lybrand, together with each respective solicitor, would be engaged to make a presentation to each of the member boards

to enable the boards to reach a decision regarding the implementation or rejection of the education development charges by-law.

FUTURE ACCOMMODATION

During recent debates regarding the City's lot levies, it was suggested that our geographic boundaries may be fully developed in 10 - 15 years. Fortunately, the Board has had the foresight to acquire a number of sites for future development. Refer to exhibits A and B.

COST OF CAPITAL PROJECTS

For purposes of education development charges, a project may include: a site purchase, a new school, part of a new school, an addition to an existing facility, an alteration to an existing facility as well as furniture and equipment.

MINISTRY SUPPORT FOR CAPITAL PROJECTS

All new pupil places projects announced from April 1989 onwards are funded at an average provincial grant rate of 60% (formerly 75%). The 60% average support rate applies to all new pupil places whether boards introduce lot levies or not.

The basis upon which the Ministry allocates funds is not affected by a board's decision to use education development charges. Allocations will continue to be based on actual need and board/Ministry priorities.

A growth-related school project **must** receive preliminary approval from the Ministry before it may be included in a board's education development charges calculations.

THE CHALLENGE OF FUNDING FUTURE GROWTH

If we are to plan for the future, we should continue to examine capacity utilization of facilities as well as conduct long-term residential/commercial/industrial growth projections.

Due to reduced support at the Provincial level, we must also begin to explore innovative funding arrangements in order to address the concerns regarding rising mill rates and increasing debt levels. This will become more critical as our Capital Reserves are depleted.

In the 1990 Accommodation Report, reference is made to funding alternatives to finance the local share of the cost of construction, alterations and renovations of our facilities. Refer to exhibit C.

We have not had an opportunity to address the long-term capital financing needs of the Board, however, we have identified 25 million dollars in capital needs for 1990 and 8 million dollars for 1991. Refer to exhibit D.

THE ISSUE

Do we address our future capital needs through the implementation of education development charges or rely on the mill rate to finance these projects either by a direct levy or the issuance of debentures to be repaid through the levy or consider any combination of these alternatives?

LOT LEVY FINANCING FOR CAPITAL PROJECTS

If a board will be required to build additional school facilities as a result of residential development that is expected to occur, it may use education development charges to finance up to 100% of the approved local share of those facilities.

The education development charges will only be imposed in the areas and on those categories and uses designated in a by-law. The by-law will also establish the amount of both the residential and commercial education development charges to be imposed by the board.

A school board **must designate** in its by-law the development to which the charge will apply. In doing so, it may decide to exclude some development--for example, senior citizens' complexes, subsidized housing, institutional or recreational development. Examples of categories which may be used to designate the residential and commercial development include: residential, (single-family homes, condominiums and rental apartment units), recreational, institutional, commercial and industrial.

IMPLEMENTATION - CO-OPERATION AND CONSULTATION

The Ministry suggests that coterminous boards co-ordinate the passage of their respective by-laws so they come into force on the same day. This will provide certainty to developers with respect to the amount of the education development charges to be paid and will facilitate the establishment and administration of the joint education development charge accounts. **It is critical that when boards calculate their education development charges, they each agree to the data and assumptions used by the other where there are common jurisdictions.** Joint education development charges accounts shall be jointly administered by the treasurers of the boards imposing educational development charges upon an area. The funds in an account do not belong to a particular board and will be withdrawn on the basis of **actual** not projected need.

It is strongly recommended that a board work closely with the municipality within its area of jurisdiction. Consultation will also alert a board to each municipal council's plans for development i.e. number of new dwelling units or housing starts.

It is essential that this project be undertaken by the Director's Accommodation Committee where all areas of the Board's operations are duly represented. It is assumed that the consultants would serve as project managers in developing studies to determine growth assumptions, pupil yields, enrolment projections, boundary implications, financial implications and funding sources, collection arrangements and ultimately the drafting of a by-law for consideration by the Board, the public and the Ontario Municipal Board.

PRESENTATION

Prior to the consideration of the recommendations, Mr. B. Wolfman, a partner in the firm of Coopers & Lybrand will make a presentation on the implementation of the education development charges. Mr. I. Gordon, of the law firm of Evans, Philp, will also be available on a consultative basis.

RECOMMENDATIONS

As a result of the Tri-Board Consortium deliberations, it is recommended that:

1. The concept of education development charges be adopted.

2. The Director's Accommodation Committee conduct a study to develop recommendations designed to implement the education development charges.

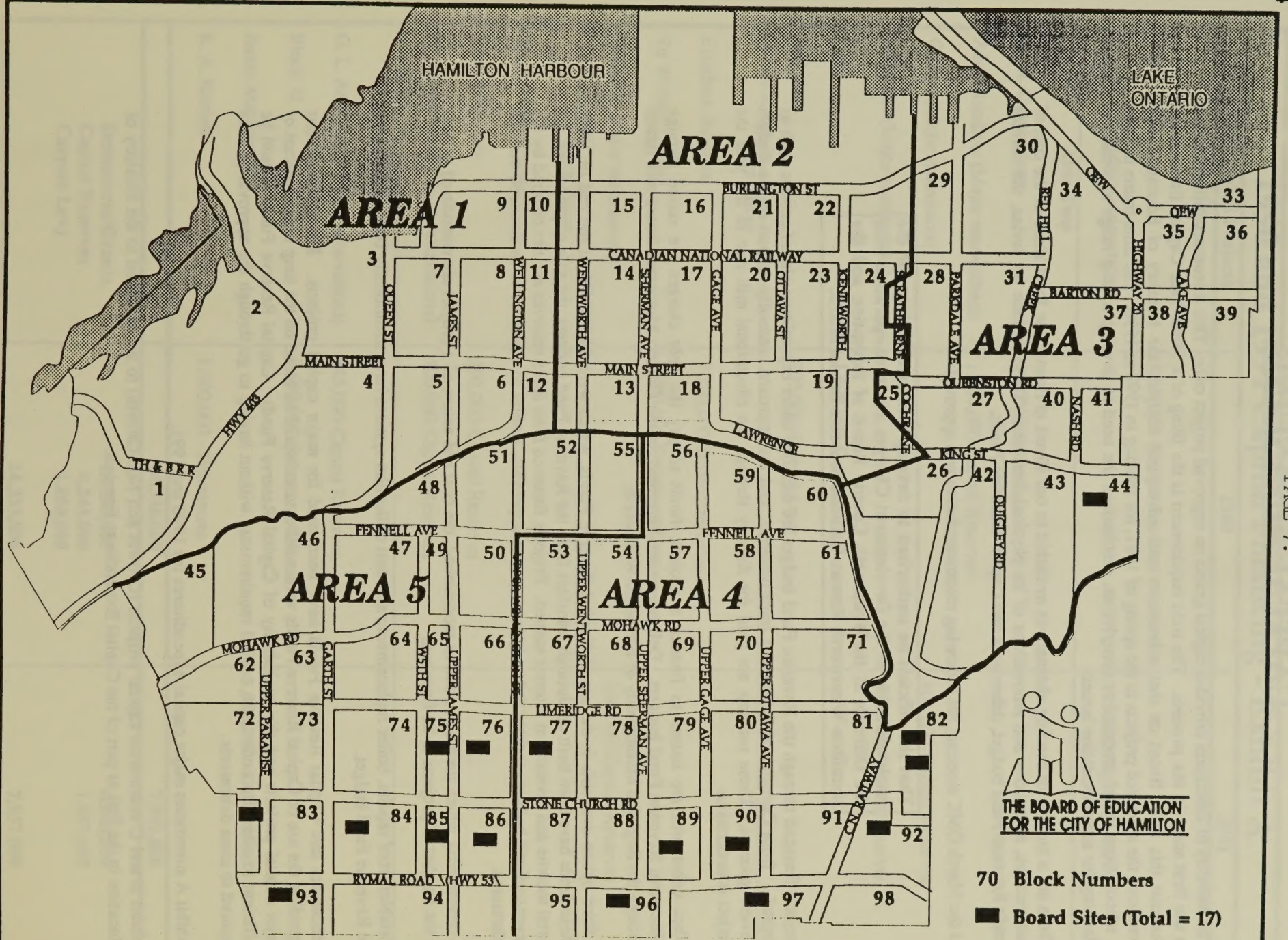
3. The firm of Coopers & Lybrand be engaged to assist the Board with the study at a cost of $62,000.00 to be shared by the members of the consortium.

Prepared and submitted by: Paul E. Shewfelt,
Superintendent of Finance and
Treasurer.

Approved by: Keith A. Rielly,
Director of Education and
Secretary

UNDEVELOPED SITES

BLOCK NO.	NEIGHBOURHOOD	LOCATION	ACRES
37	Kentley	Lot 29, Con. 2, (Saltfleet)	6.00
44	Gershome	Lot 28, Con. 4 (Saltfleet)	7.96
75	Kernighan	Lot 15, Con. 7 (Barton)	5.00
76	Jerome	Lot 13, Con. 7 (Barton)	27.75
77	Crerar	Lot 11, Con. 7 (Barton)	6.00
82	Albion (Wil-Bar)	Lot 1, Con. 7 (Barton)	5.61
	Albion (Ksivickis)	Lot 34, Con. 7 (Saltfleet)	8.00
83	Falkirk West	Lot 21, Con. 8 (Barton)	6.00
84	Sheldon	Lot 17, Con. 8 (Barton)	30.00
85	Mewburn	Lot 15, Con. 8 (Barton)	5.00
86	Ryckman's	Lot 13, Con. 8 (Barton)	6.00
89	Eleanor	Lots 7/8, Con. 8 (Barton)	8.80
90	Templemead	Lots 5/6, Con. 8 (Barton)	17.62
92	Hannon North	Lots 1/2, Con. 8 (Barton)	9.00
93	Carpenter	Lot 2, Con. 1 (Glanford)	10.00
96	Chappel East / Chappel West	Lots 8/9, Con. 1 (Glanford)	10.00
97	Broughton East	Lot 12, Con. 1 (Glanford)	10.00



BOARD OF EDUCATION SCHOOL SITES

CAPITAL FINANCING

The Ministry of Education provides capital grants on approved project only. This **Accommodation Report is the first stage in the process.** The next requirement is the filing of a Multi-Year Capital Expenditure Forecast this fall. Based on that submission and subsequent analysis, the Ministry of Education will announce the approved projects in the spring of 1991, for funding in 1992 to 1996. The time frame to open a school, from initial proposal to completion, emphasizes the need to develop a long range approach to planning for accommodation issues.

There are a number of funding alternatives available to our Board to finance the local share of the cost of construction, alterations and renovations of its physical facilities. These include lot levies, the current year's Revenue Fund budget, debentures and Capital Reserves Funds.

At the March OMC meeting, the following recommendation was approved:

> **That the officials be authorized to develop recommendations for the implementation of the Development Charges Act in co-operation with the Officials of theWentworth County Board of Education and the Hamilton-Wentworth Roman Catholic Separate School Board.**

Projects financed through the Revenue Fund budget are included under expenditure classifications such as Capital from Current and Permanent Improvements, and are approved annually as part of the Budget Review process. These projects are paid for directly through the educational mill rate in the year the project is undertaken.

When debentures are issued to finance a project, funds to pay the debt charges are raised through subsequent Revenue Fund budgets. Debentures are approved by the Ontario Municipal Board and issued through the Regional Municipality of Hamilton-Wentworth.

A third option available is the use of Capital Reserve Funds, which were $4,500,000 at the end of 1989. These funds have been built up through transfers from the Revenue Fund budgets, the sale of properties, net rental income and investment interest earned. Projects financed from these reserves are not covered by the Revenue Fund budget motions, and require separate approvals, similar to a project to be financed through debentures.

In determining which funding option to recommend, the cost and nature of a project are considered as well as the number of projects to be financed.

Portables, roof repairs, boiler replacements and dust collection systems have traditionally been funded from the Revenue Fund budget.

Debentures and Capital Reserve Funds have been used for major capital projects. Recommendations regarding the use of Capital Reserve Funds versus debentures would be based on the long range forecast of major capital projects and the availability of Capital Reserve Funds. Capital Reserve Funds should be sufficient to allow for unforeseen capital requirements without having to go through the approval process required to issue debentures.

Exhibit A summaries major capital expenditures for 1990 and 1991.

Exhibit B and C summarize capital projects (Growth and Non-Growth) to be submitted to the Ministry of Education in the Fall as part of the Capital Expenditure Forecast.

1990 and 1991 Capital Financing - Exhibit A.

Major Capital Projects	1990	1991
Area One		
Centennial	2,100,00 -Captial Reserves	
Tweedsmuir (Major renovations)		718,000-Capital Reserves
Area Two		
A. M. Cunningham	790,000-Debentures	
Adel. Hoodless (Major renovations)	1,200,000-Capital Reserves	
Gibson (Major renovations)		401,000-Capital Reserves
Memorial (Major renovations)		572,000-Capital Reserves
Delta	1,600,000-Current Levy	
Parkview	200,000-Current Levy	
Area Three		
Elizabeth Bagshaw	3,500,000-Debenture/Grants	
Sir Wilfred Laurier	7,000,000-Debenture/Grants	
Hillcrest (Major renovations)		266,000-Captial Reserves
Area Four		
Block 87 (Barnstown)		5,00,000-Debenture/Grants
Vincent Massey	200,000-Capital Reserves	
Peace Memorial (Major renovations)	400,000-Capital Reserves	
Area Five		
G. L. Armstrong (Major renovations)	345,000-Capital Reserves	
Block 72	5,600,000-Debenture/Grants	
James MacDonald		1,000,000 - Debentures
R. A. Riddell	1,400,000 - Debentures	
	24,335,000	**7,957,000**
Debentures/Grants	**18,290,000**	**6,000,000**
Capital Reserves	**4,245,000**	**1,957,000**
Current Levy	**1,800,000**	
	24,335,000	**7,957,000**

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 09 11

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

GENERAL

I have the the honour to present the following recommendation for your approval:

(a) That a grant application in the amount of $5,000 to the Ministry of Education for Professional Development Activities related to the Implementation of Family Violence Initiatives be approved at no cost to the Board.

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

cv

TO THE CHAIRMAN AND MEMBERS
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen: **RE: SHORT TERM INVESTMENTS**

I am pleased to present the Short Term Investments report for the period from April 1, 1990 to June 30, 1990.

REVENUE FUND

Interest earned to date in 1990 amounts to ($180) vs $400,669 in 1989. Accrued interest earnings for the year are estimated at $465,000 vs $1,039,189 earned in 1989.

CAPITAL RESERVE FUND

Interest earned to date in 1990 amounts to $465,076 vs $433,028 in 1989. Accrued interest earnings for the year are estimated at $874,000 vs $810,717 earned in 1989.

RETIREMENT GRATUITY RESERVE FUNDS

Interest earned to date in 1990 amounts to $402,529 vs $396,337 in 1989. Accrued interest earnings for the year are estimated at $895,000 vs $776,779 earned in 1989.

RECOMMENDATION

That the Short Term Investments report as of June 30, 1990 be received for information.

Prepared by: Michael Newman
Accounting Analyst

Submitted by: Paul E. Shewfelt
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
SUMMARY OF SHORT TERM INVESTMENTS
FOR THE 2ND QUARTER OF 1990

REVENUE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES	BNS-t	175,000	03/30/90 - 04/02/90	12.500%	180	120
	TD-t	350,000	05/28/90 - 05/29/90	13.750%	132	132
	TD-t	1,340,000	05/28/90 - 05/31/90	13.625%	1,501	1,501
	BNS-t	170,000	05/29/90 - 05/31/90	13.375%	125	125
	BC-t	415,000	06/01/90 - 06/04/90	13.500%	460	460
	BC-t	802,000	06/01/90 - 06/05/90	13.500%	1,187	1,187
	BC-t	1,385,000	06/28/90 - 06/29/90	13.250%	503	503
TOTAL REVENUE FUND MATURITIES		$4,637,000				$4,028
INVENTORY	BNS-t	570,000	06/29/90 - 07/03/90	13.125%	820	205
TOTAL REVENUE FUND INVENTORY		$570,000				

REVENUE FUND INTEREST EARNED THIS QUARTER	$4,233
LESS: INTEREST EXPENSE - GRATUITY RESERVE FUND	(101,937)
- ELEM CAP RESERVE FUND	(2,615)
TOTAL REVENUE FUND INTEREST EARNED THIS QUARTER	($100,319)
TOTAL REV. FUND INT. EARNED IN PRIOR QUARTER(S)	100,139
TOTAL REVENUE FUND INTEREST EARNED THIS YEAR	($180)

PORTFOLIO SUMMARY (Continued)

CAPITAL RESERVE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES	BC-m-E	615,000	03/15/90 - 04/12/90	12.950%	6,110	2,618
	BC-m-E	560,000	03/15/90 - 04/12/90	12.950%	5,563	2,384
	BNS-t-S	2,070,000	02/28/90 - 04/16/90	13.350%	35,584	12,114
	BC-m-E	900,000	03/15/90 - 04/16/90	13.050%	10,297	5,148
	BNS-t-S	1,208,000	03/30/90 - 04/16/90	12.750%	7,174	6,752
	BNS-t-E	618,000	03/30/90 - 04/16/90	12.750%	3,670	3,454
	BNS-t-S	120,000	04/18/90 - 04/23/90	12.625%	208	208
	BNS-t-S	1,200,000	04/16/90 - 04/23/90	12.750%	2,934	2,934
	BNS-t-E	1,185,000	04/12/90 - 04/23/90	12.375%	4,419	4,419
	BC-m-S	1,142,000	03/15/90 - 04/30/90	13.050%	18,782	12,249
	BNS-t-E	928,000	04/16/90 - 04/30/90	12.750%	4,538	4,538
	BNS-t-S	2,000,000	04/16/90 - 04/30/90	12.750%	9,781	9,781
	BNS-t-S	1,325,000	04/23/90 - 04/30/90	12.875%	3,272	3,272
	BNS-t-E	1,190,000	04/23/90 - 04/30/90	12.875%	2,938	2,938
	BC-m-S	310,000	04/27/90 - 04/30/90	12.750%	325	325
	BNS-t-E	100,000	04/30/90 - 05/01/90	12.750%	35	35
	BNS-t-E	450,000	04/25/90 - 05/03/90	12.000%	1,184	1,184
	BNS-t-E	700,000	04/30/90 - 05/03/90	12.750%	734	734
	BNS-t-E	100,000	04/30/90 - 05/04/90	12.750%	140	140
	BNS-t-E	100,000	04/30/90 - 05/07/90	12.750%	245	245
	BNS-t-E	300,000	04/30/90 - 05/08/90	12.750%	838	838
	BNS-t-E	300,000	04/30/90 - 05/09/90	12.750%	943	943
	BNS-t-E	830,000	04/30/90 - 05/10/90	12.750%	2,899	2,899
	BNS-t-S	250,000	04/30/90 - 05/10/90	12.750%	873	873
	BC-m-E	267,000	05/07/90 - 05/10/90	12.500%	274	274
	BNS-t-S	500,000	04/30/90 - 05/11/90	12.750%	1,921	1,921
	BNS-t-S	350,000	04/30/90 - 05/14/90	12.750%	1,712	1,712
	BNS-t-S	3,395,000	04/30/90 - 05/15/90	12.750%	17,789	17,789
	BNS-t-E	1,395,000	05/08/90 - 05/15/90	13.250%	3,545	3,545
	BC-m-E	400,000	05/09/90 - 05/16/90	12.500%	959	959
	BC-m-S	500,000	05/11/90 - 05/29/90	13.000%	3,205	3,205
	BC-m-S	350,000	05/14/90 - 05/29/90	13.000%	1,870	1,870
	BNS-t-S	3,415,000	05/15/90 - 05/29/90	13.350%	17,487	17,487
	BNS-t-E	1,400,000	05/15/90 - 05/29/90	13.350%	7,169	7,169
	BNS-t-S	255,000	05/10/90 - 05/31/90	13.250%	1,944	1,944
	BNS-t-E	1,025,000	05/10/90 - 05/31/90	13.250%	7,814	7,814
	BC-m-E	475,000	05/16/90 - 05/31/90	13.000%	2,538	2,538
	BNS-t-E	1,513,000	05/31/90 - 06/15/90	13.625%	8,472	8,472
	BNS-t-E	1,405,000	05/29/90 - 06/18/90	13.850%	10,663	10,663
	BNS-t-S	2,290,000	05/29/90 - 06/18/90	13.850%	17,379	17,379
	BNS-t-S	2,000,000	05/29/90 - 06/29/90	13.850%	23,526	23,526
	BNS-t-E	1,522,000	06/15/90 - 06/29/90	13.000%	7,589	7,589
	BNS-t-S	257,000	05/31/90 - 06/29/90	13.625%	2,782	2,782
	BNS-t-E	1,415,000	06/18/90 - 06/29/90	13.250%	5,650	5,650
	BNS-t-S	805,000	06/18/90 - 06/29/90	13.250%	3,214	3,214
TAL CAPITAL ND MATURITIES		$43,435,000				

PORTFOLIO SUMMARY (Continued)

CAPITAL RESERVE FUND

	BANK	AMOUNT	TERM	RATE	EXPECTED	THIS QUARTER
INVENTORY	BNS-t-S	1,500,000	06/18/90 - 07/16/90	13.550%	15,592	6,682
	BNS-t-E	750,000	06/29/90 - 07/05/90	13.125%	1,618	270
	BNS-t-E	750,000	06/29/90 - 07/10/90	13.125%	2,967	270
	BNS-t-E	1,075,000	06/29/90 - 07/11/90	13.125%	4,639	387
	BNS-t-S	2,093,000	06/29/90 - 07/13/90	13.125%	10,537	753
	BNS-t-S	1,000,000	06/29/90 - 07/31/90	13.125%	11,507	360
TOTAL CAPITAL FUND INVENTORY		$7,168,000	CAPITAL FUND INTEREST EARNED THIS QUARTER			$237,249
			ADD: INTEREST REVENUE EARNED FROM FUNDS LOANED TO REVENUE ACCOUNT			$2,615
			TOTAL CAPITAL FUND INTEREST EARNED THIS QUARTER			$239,864
			TOTAL CAP. FUND INT. EARNED IN PRIOR QUARTER(S)			225,212
			TOTAL CAPITAL FUND INTEREST EARNED THIS YEAR			$465,076

PORTFOLIO SUMMARY (Continued)

RETIREMENT GRATUITY RESERVE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES	TD-t	1,035,000	03/28/90 - 04/02/90	12.500%	1,772	709
	BNS-t	350,000	03/30/90 - 04/02/90	12.500%	360	240
	BC-m	1,800,000	03/15/90 - 04/04/90	12.900%	12,723	2,545
	BNS-t	950,000	03/30/90 - 04/04/90	12.500%	1,627	1,301
	BNS-t	250,000	03/30/90 - 04/06/90	12.500%	599	514
	BC-m	300,000	03/15/90 - 04/09/90	12.950%	2,661	958
	BNS-t	250,000	03/30/90 - 04/09/90	12.500%	856	771
	BC-m	300,000	03/15/90 - 04/10/90	12.950%	2,767	1,064
	BC-m	250,000	03/15/90 - 04/11/90	12.950%	2,395	976
	BC-m	340,000	04/04/90 - 04/11/90	12.600%	822	822
	BC-m	515,000	03/15/90 - 04/12/90	12.950%	5,116	2,193
	BNS-t	490,000	03/30/90 - 04/12/90	12.750%	2,225	2,054
	RB-t	275,000	04/06/90 - 04/12/90	12.000%	542	542
	BNS-t	950,000	04/18/90 - 04/19/90	12.500%	325	325
	RB-t	970,000	04/19/90 - 04/20/90	12.500%	332	332
	BNS-t	250,000	04/18/90 - 04/23/90	12.625%	432	432
	BNS-t	300,000	04/18/90 - 04/24/90	12.625%	623	623
	BNS-t	250,000	04/18/90 - 04/25/90	12.625%	605	605
	BC-t	212,000	04/23/90 - 04/25/90	11.750%	136	136
	BNS-t	800,000	04/18/90 - 04/26/90	12.625%	2,214	2,214
	RB-t	1,500,000	04/27/90 - 04/30/90	12.750%	1,572	1,572
	BC-t	385,000	04/27/90 - 05/01/90	12.750%	538	538
	BC-t	250,000	04/27/90 - 05/02/90	12.750%	437	437
	BNS-t	885,000	04/18/90 - 05/03/90	12.750%	4,637	4,637
	BC-m	250,000	05/01/90 - 05/07/90	12.250%	503	503
	BNS-t	325,000	05/08/90 - 05/09/90	13.250%	118	118
	BC-m	253,000	05/07/90 - 05/11/90	12.500%	347	347
	BNS-t	450,000	05/08/90 - 05/11/90	13.250%	490	490
	BNS-t	250,000	05/08/90 - 05/14/90	13.250%	545	545
	BNS-t	950,000	05/08/90 - 05/10/90	13.250%	690	690
	BNS-t	1,055,000	05/08/90 - 05/15/90	13.250%	2,681	2,681
	BC-m	315,000	05/11/90 - 05/16/90	12.875%	556	556
	BNS-t	1,350,000	05/17/90 - 05/18/90	13.375%	495	495
	BC-t	215,000	05/14/90 - 05/22/90	12.500%	589	589
	BC-t	1,035,000	05/18/90 - 05/22/90	13.625%	1,545	1,545
	BNS-t	250,000	05/17/90 - 05/23/90	13.375%	550	550
	BNS-t	1,450,000	05/17/90 - 05/24/90	13.375%	3,719	3,719
	BNS-t	600,000	05/17/90 - 05/25/90	13.375%	1,759	1,759
	BC-m	250,000	05/16/90 - 05/29/90	13.000%	1,158	1,158
	BNS-t	210,000	05/22/90 - 05/29/90	12.750%	513	513
	BNS-t	1,465,000	05/17/90 - 05/31/90	13.375%	7,516	7,516
	BNS-t	465,000	05/29/90 - 05/31/90	13.375%	341	341
	BNS-t	550,000	05/17/90 - 06/01/90	13.375%	3,023	3,023
	BNS-t	280,000	05/17/90 - 06/04/90	13.375%	1,847	1,847
	BNS-t	250,000	05/23/90 - 06/05/90	12.500%	1,113	1,113
	BC-t	480,000	05/24/90 - 06/05/90	12.750%	2,012	2,012
	TD-t	2,095,000	05/28/90 - 06/05/90	13.750%	6,314	6,314
	TD-t	775,000	05/28/90 - 06/07/90	13.750%	2,920	2,920
	BNS-t	600,000	05/31/90 - 06/07/90	13.625%	1,568	1,568
	BC-m	282,000	06/04/90 - 06/07/90	13.500%	313	313

PORTFOLIO SUMMARY (Continued)

RETIREMENT GRATUITY RESERVE FUND

	BANK	AMOUNT	TERM	RATE	INTEREST EXPECTED	INTEREST THIS QUARTER
MATURITIES (continued)	BC-m	250,000	05/25/90 - 06/11/90	13.050%	1,520	1,520
	BNS-t	500,000	05/31/90 - 06/11/90	13.625%	2,053	2,053
	BNS-t	840,000	05/31/90 - 06/11/90	13.625%	3,449	3,449
	BC-m	553,000	06/01/90 - 06/12/90	13.500%	2,250	2,250
	BC-t	435,000	06/07/90 - 06/12/90	13.500%	804	804
	BC-t	200,000	06/12/90 - 06/13/90	13.250%	73	73
	TD-t	845,000	06/05/90 - 06/15/90	13.625%	3,154	3,154
	BC-m	665,000	06/11/90 - 06/15/90	13.250%	966	966
	BC-m	380,000	06/12/90 - 06/15/90	13.250%	414	414
	BC-m	600,000	06/11/90 - 06/18/90	13.250%	1,525	1,525
	BC-t	620,000	06/15/90 - 06/19/90	12.750%	866	866
	BNS-t	620,000	06/19/90 - 06/20/90	13.000%	221	221
	BNS-t	275,000	06/18/90 - 06/22/90	12.550%	378	378
	BNS-t	1,000,000	06/19/90 - 06/21/90	13.000%	712	712
	BNS-t	350,000	06/19/90 - 06/22/90	13.000%	374	374
	BNS-t	1,000,000	06/19/90 - 06/25/90	13.125%	2,158	2,158
	BNS-t	1,000,000	06/19/90 - 06/26/90	13.125%	2,517	2,517
	BNS-t	2,000,000	06/19/90 - 06/27/90	13.125%	5,753	5,753
	BC-t	525,000	06/28/90 - 06/29/90	13.250%	191	191
TOTAL RESERVE FUND MATURITIES		$42,965,000				
INVENTORY	BC-m	800,000	06/22/90 - 07/16/90	13.000%	6,838	2,279
	BNS-t	850,000	06/25/90 - 07/05/90	12.500%	2,911	1,455
	BNS-t	305,000	06/26/90 - 07/10/90	12.500%	1,462	418
	BC-m	1,400,000	06/27/90 - 07/05/90	13.125%	4,027	1,510
	BC-t	2,175,000	06/28/90 - 07/03/90	13.250%	3,948	1,579
	TD-t	637,000	06/28/90 - 07/05/90	13.125%	1,603	458
	BNS-t	525,000	06/29/90 - 07/05/90	13.125%	1,133	189
TOTAL RESERVE FUND INVENTORY		$6,692,000				

RESERVE FUND INTEREST EARNED THIS QUARTER	$107,031
ADD: INTEREST REVENUE EARNED FROM FUNDS LOANED TO REVENUE ACCOUNT	$101,937
TOTAL RESERVE FUND INTEREST EARNED THIS QUARTER	$208,968
TOTAL RES. FUND INT. EARNED IN PRIOR QUARTER(S)	193,561
TOTAL RESERVE FUND INTEREST EARNED THIS YEAR	$402,5[illegible]

PORTFOLIO SUMMARY (Continued)

TOTAL PORTFOLIO	$14,430,000	TOTAL PORTOLIO INTEREST EARNED THIS QUARTER	$348,513
		TOTAL PORTOLIO INT. EARNED PRIOR QUARTER(S)	518,912
		TOTAL PORTFOLIO INTEREST EARNED THIS YEAR	$867,425
		TOTAL PORTFOLIO INTEREST TO DATE - 1989	$1,230,034
		TOTAL INTEREST EARNED INCREASE (DECREASE) OVER 1989	($362,609)

Legend

BNS = Bank of Nova Scotia
BC = Bank of Commerce
BM = Bank of Montreal
RB = Royal Bank
TD = Toronto Dominion

t = term deposit
m = mortgage
p = properties

E = Elementary
S = Secondary

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

SUMMARY OF INTERNAL BORROWINGS & INTEREST

MARCH 31, 1990 - JUNE 30, 1990

30-Jun-90

DATE BORROWED	SOURCE OF FUNDS	AMOUNT BORROWED	RATE	ACCRUED INTEREST	DATE REPAID	AMOUNT REPAID	INTEREST REPAID	OUTSTANDING LOAN BALANCE	TOTAL OUTSTANDING LOAN BALANCE	TOTAL INTEREST EXPENSE
02-Apr-90	GRAT.RES	1,335,000	12.50%	0.00	06-Apr-90	22,000	30.14	0	0	7,224.66
					18-Apr-90	1,313,000	7,194.52			
04-Apr-90	GRAT.RES	2,475,000	12.50%	0.00	18-Apr-90	2,105,000	10,092.47	0	0	14,270.55
					19-Apr-90	20,000	102.74			
					08-May-90	350,000	4,075.34			
09-Apr-90	GRAT.RES	475,000	12.00%	0.00	17-May-90	475,000	5,934.25	0	0	5,934.25
10-Apr-90	GRAT.RES	380,000	12.00%	0.00	17-May-90	380,000	4,622.47	0	0	4,622.47
11-Apr-90	GRAT.RES	590,000	12.00%	0.00	17-May-90	590,000	6,983.01	0	0	6,983.01
12-Apr-90	GRAT.RES	1,290,000	12.38%	0.00	27-Apr-90	1,290,000	6,560.45	0	0	6,560.45
20-Apr-90	GRAT.RES	970,000	12.25%	0.00	27-Apr-90	835,000	1,961.68	0	0	2,777.23
					08-May-90	135,000	815.55			
23-Apr-90	GRAT.RES	40,000	12.00%	0.00	17-May-90	40,000	315.62	0	0	315.62
24-Apr-90	GRAT.RES	300,000	12.25%	0.00	08-May-90	300,000	1,409.59	0	0	1,409.59
25-Apr-90	GRAT.RES	446,000	12.25%	0.00	08-May-90	446,000	1,945.90	0	0	1,945.90
25-Apr-90	E.C.RES.	310,000	12.25%	0.00	27-Apr-90	310,000	208.08	0	0	208.08
26-Apr-90	GRAT.RES	800,000	12.25%	0.00	17-May-90	800,000	5,638.36	0	0	5,638.36
30-Apr-90	GRAT.RES	1,500,000	12.75%	0.00	08-May-90	1,500,000	4,191.78	0	0	4,191.78
01-May-90	ELEM CAP	105,000	12.25%	0.00	07-May-90	105,000	211.44	0	0	211.44
01-May-90	GRAT.RES	135,000	12.25%	0.00	08-May-90	35,000	82.23	0	0	619.22
					17-May-90	100,000	536.99			
02-May-90	GRAT.RES	250,000	12.25%	0.00	08-May-90	250,000	503.42	0	0	503.42
03-May-90	ELEM CAP	1,150,000	12.00%	0.00	07-May-90	60,000	78.90	0	0	1,870.68
					08-May-90	1,090,000	1,791.78			
03-May-90	GRAT.RES	890,000	12.00%	0.00	17-May-90	890,000	4,096.44	0	0	4,096.44
04-May-90	ELEM CAP	100,000	12.00%	0.00	09-May-90	100,000	164.38	0	0	164.38
09-May-90	GRAT.RES	325,000	12.00%	0.00	17-May-90	325,000	854.79	0	0	854.79
10-May-90	ELEM CAP	75,000	13.00%	0.00	16-May-90	75,000	160.27	0	0	160.27
10-May-90	GRAT.RES	950,000	13.00%	0.00	17-May-90	950,000	2,368.49	0	0	2,368.49
11-May-90	GRAT.RES	390,000	12.00%	0.00	17-May-90	205,000	404.38	0	0	1,438.35
					28-May-90	185,000	1,033.97			
14-May-90	GRAT.RES	35,000	12.50%	0.00	17-May-90	35,000	35.96	0	0	35.96
15-May-90	GRAT.RES	1,055,000	13.00%	0.00	17-May-90	1,055,000	751.51	0	0	751.51
16-May-90	GRAT.RES	65,000	13.00%	0.00	17-May-90	65,000	23.15	0	0	23.15
18-May-90	GRAT.RES	315,000	13.00%	0.00	28-May-90	315,000	1,121.92	0	0	1,121.92
22-May-90	GRAT.RES	1,040,000	12.50%	0.00	28-May-90	1,040,000	2,136.99	0	0	2,136.99
24-May-90	GRAT.RES	975,000	12.75%	0.00	28-May-90	975,000	1,362.33	0	0	1,362.33
25-May-90	GRAT.RES	355,000	12.50%	0.00	28-May-90	355,000	364.73	0	0	364.73
05-Jun-90	GRAT.RES	1,987,000	12.50%	0.00	19-Jun-90	1,987,000	9,526.71	0	0	9,526.71
07-Jun-90	GRAT.RES	1,230,000	12.50%	0.00	19-Jun-90	1,230,000	5,054.79	0	0	5,054.79
11-Jun-90	GRAT.RES	330,000	12.50%	0.00	19-Jun-90	330,000	904.11	0	0	904.11
		22,668,000		0.00		22,668,000	95,651.63			95,651.63

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

SUMMARY OF INTERNAL BORROWINGS & INTEREST

MARCH 31, 1990 - JUNE 30, 1990

30-Jun-90

DATE BORROWED	SOURCE OF FUNDS	AMOUNT BORROWED	RATE	ACCRUED INTEREST	DATE REPAID	AMOUNT REPAID	INTEREST REPAID	OUTSTANDING LOAN BALANCE	TOTAL OUTSTANDING LOAN BALANCE	TOTAL INTEREST EXPENSE
Brought forward		22,668,000		0.00		22,668,000	95,651.63			95,651.63
12-Jun-90	GRAT.RES	410,000	12.50%	0.00	19-Jun-90	410,000	982.88	0	0	982.88
13-Jun-90	GRAT.RES	200,000	12.50%	0.00	19-Jun-90	200,000	410.96	0	0	410.96
15-Jun-90	GRAT.RES	1,275,000	12.25%	0.00	19-Jun-90	845,000	1,134.38	0	0	2,658.08
					22-Jun-90	175,000	411.13			
					28-Jun-90	255,000	1,112.57			
18-Jun-90	GRAT.RES	325,000	12.25%	0.00	19-Jun-90	325,000	109.08	0	0	109.08
20-Jun-90	GRAT.RES	620,000	12.00%	0.00	28-Jun-90	620,000	1,630.68	0	0	1,630.68
21-Jun-90	GRAT.RES	1,000,000	12.00%	0.00	28-Jun-90	1,000,000	2,301.37	0	0	2,301.37
25-Jun-90	GRAT.RES	150,000	12.00%	0.00	28-Jun-90	150,000	147.95	0	0	147.95
26-Jun-90	GRAT.RES	700,000	12.00%	0.00	28-Jun-90	700,000	460.27	0	0	460.27
27-Jun-90	GRAT.RES	605,000	12.00%	0.00	28-Jun-90	605,000	198.90	0	0	198.90
		$27,953,000		$0.00		$27,953,000	$104,551.80			$104,551.80

TO THE CHAIRMAN AND MEMBERS
Operations Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen: **RE: CASH FLOW REPORT**

I am pleased to present the Cash Flow report for the period from April 1, 1990 to June 30, 1990. This report is based upon the approved budget of $248,085,579.

REVENUE FUND

Cash receipts are forecasted as follows by source:

Levy receipts from the City of Hamilton are being received in accordance with their letter of 1990 05 25.

Grant receipts from the Province of Ontario are being received in accordance with the Ministry of Education memorandum B3, 1990 02 27.

Cash receipts of miscellaneous revenues are estimated in accordance with previous years' experience.

Expenditures have been projected in accordance with expectations based upon the approved 1990 budget.

CAPITAL RESERVE FUND

The major Capital fund receipts for 1990 are investment interest earnings and site sales.

The major Capital fund expenditures for 1990 are the new Sir Wilfrid Laurier school and the renovations to Centennial, Peace Memorial, Adelaide Hoodless and G.L. Armstrong.

RECOMMENDATION

That the Cash Flow report as of June 30, 1990 be received for information.

Prepared by: Michael Newman,
Accounting Analyst.

Submitted by: Paul E. Shewfelt
Superintendent of Finance
and Treasurer.

Approved by: Keith A. Rielly
Director of Education
and Secretary of the Board.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

REVENUE FUND

1990 CASH FLOW

(000'S OMITTED)

MONTH	RECEIPTS	DISBURSEMENTS	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN BANK	INVESTED IN BORROWED
ACTUAL							
Balance Forward 1990 01 01				$13,853	12,850	1,003	-
January	15,657	22,775	(7,118)	6,735	7,505	(770)	-
February	19,897	23,142	(3,245)	3,490	2,475	1,015	-
March	22,810	27,763	(4,953)	(1,463)	175	(1,638)	-
April	29,539	28,543	996	(467)	0	(467)	5,016
May	35,614	35,137	477	10	0	10	-
June	34,693	35,106	(413)	(403)	570	(973)	-
FORECAST							
July	30,868	24,418	6,450	6,047	6,047	-	-
August	16,610	10,587	6,023	12,070	12,070	-	-
September	20,580	18,525	2,055	14,125	14,125	-	-
October	20,580	24,668	(4,088)	10,037	10,037	-	-
November	23,631	25,657	(2,026)	8,011	8,011	-	-
December	30,601	32,688	(2,087)	5,924	5,924	-	-
TOTAL	301,080	309,009					

1990 09 11

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

1990 PROJECTED CASH FLOW

SOURCE OF FUNDS (000'S)

MONTH	REVENUES			BORROWINGS	TOTAL
	MUNICIPAL TAX LEVY	LEGISLATIVE GRANTS	MISCELLANEOUS		
ACTUAL					
January	10,995	3,678	984	-	15,657
February	10,995	3,746	4,456	700	19,897
March	9,848	6,460	1,569	4,933	22,810
April	10,613	6,386	1,629	10,911	29,539
May	13,227	13,612	565	8,210	35,614
June	13,582	7,912	4,367	8,832	34,693
FORECAST					
July	13,582	7,292	761	9,233	30,868
August	13,582	1,389	1,639		16,610
September	13,582	5,277	1,721		20,580
October	13,582	5,277	1,721		20,580
November	13,582	5,277	4,772		23,631
December	21,453 *	5,348	2,940	860	30,601
TOTAL	158,623	71,654	27,124	43,679	301,080

* Includes payments in lieu, telephone and telegraph and supplementary taxes.

1990 09 11

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

CAPITAL RESERVE FUND

1990 CASH FLOW

(000'S OMITTED)

MONTH	RECEIPTS	DISBURSEMENTS	NET CASH IN (OUT)	BALANCE AVAILABLE	INVESTED IN PORTFOLIO	INVESTED IN BANK	INVESTED IN LOANED
ACTUAL							
Balance Forward 1990 01 01				$7,626	7,619	7	-
January	111	258	(147)	7,479	7,474	5	-
February	90	507	(417)	7,062	7,053	9	-
March	55	1	54	7,116	7,113	3	-
April	876	605	271	7,387	7,375	12	-
May	80	0	80	7,467	7,465	2	-
June	79	374	(295)	7,172	7,168	4	-
FORECAST							
July	79	291	(212)	6,960	6,960	-	-
August	79	1,018	(939)	6,021	6,021	-	-
September	65	1,303	(1,238)	4,783	4,783	-	-
October	52	1,304	(1,252)	3,531	3,531	-	-
November	39	874	(835)	2,696	2,696	-	-
December	211	1,106	(895)	1,801	1,801	-	-
TOTAL	1,816	7,641					

1990 09 11

1990 09 11

To the Chairman and Members,
Operations Management Committee,
Board of Education,
Hamilton, Ontario.

Re: Tenders Block 72 School

As part of the 1990 Capital Building Budget, the Board approved an estimated cost of $5,600,000 for a new school in Block 72. Subsequently, tenders were advertised for the above project and the following prices were received:

The Frid Construction Company Limited.	$4,064,000
Valley Town Construction Limited	4,087,000
Cochren Bros. Limited	4,100,000
Martin-Stewart Contracting Limited	4,118,599
G. S. Wark Limited	4,239,000
Canadian Engineering and Contracting Co. Limited . . .	4,289,000

The Superintendent of Plant recommends that the tender of The Frid Construction Company Limited be accepted, that a contract be awarded in the amount of $4,064,000 and application for final approval be submitted to the Ministry of Education and Ontario Municipal Board (O.M.B.).

Tender.	$4,064,000
Architectural/Engineering Fees, Permit & Contingency. .	400,725
Debenture, OMB, Other Costs	17,000
Furniture & Equipment	160,000
Total Estimated Cost of Project	$4,641,725
Estimated Provincial Grants.	$2,755,000
Net Cost of Project	$1,886,725

Recommendation:

(a) That a contract be awarded to The Frid Construction Company Limited in the amount of $4,064,000 for the construction of a new Elementary School in Block 72 and

(b) THAT PURSUANT to the provisions of Part VIII, Section 208, sub-section 1, of the Education Act, The Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton-Wentworth for the firm net sum of one million and eight hundred and twenty-nine thousand dollars ($1,829,000) for a new school located in Block 72 (Gurnett Neighbourhood) in the City of Hamilton.

AND FURTHER REQUESTS that said money be raised by the sale of debentures of the said Regional Municipality of Hamilton-Wentworth with repayment terms not to exceed twenty (20) years, and that the appropriate bylaw for the said purpose be passed by the Council of the said Regional Municipality.

(c) That other costs, including furniture and equipment be financed from Capital Reserves.

Prepared by: R. T. Orlando, Superintendent of Plant and
P. E. Shewfelt, Superintendent of Finance & Treasurer

Submitted by: R. T. Orlando, Superintendent of Plant

Approved by: K. A. Rielly, Director of Education & Secretary.

Hamilton Board of Education,
100 Main Street West,
Hamilton, Ontario
1990 09 11

To the Chairman and Members,
Operations Management Committee,
Hamilton Board of Education

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the the honour to present the following recommendations for your approval:

(a) That the following trip requests be approved:

(i) Glendale, Sir Winston Churchill, Grade 11, New York City, U.S.A., 1990 12 19-22 (Wednesday to Saturday)

(ii) Glendale, Sir Winston Churchill, Grades 11-OAC, New York City, U.S.A., 1991 05 02-05 (Thursday to Sunday)

(iii) Parkview, Senior Art, Buckhorn Art Galleries, 1990 10 04 (Thursday)

(iv) Vincent Massey, Hill Park, Sherwood, Westdale, T.R., Valens Conservation Area, 1990 09 24-25 (Monday to Tuesday)

(v) Vincent Massey, Hill Park, Westdale, T.R., Valens Conservation Area, 1990 10 01-02 (Monday to Tuesday)

Respectfully submitted,

K. A. Rielly,
Director of Education
and Secretary

cv

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